

ROBERT P. MARKMAN

Missouri Southern State College 1981-83 Catalog



1981

COLLEGE CALENDAR

1981—1983

JUNE

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JULY

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AUGUST

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SEPTEMBER

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NOVEMBER

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1982

JANUARY

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SUMMER SESSION 1981

June 1	Day & Evening Registration
June 2	Classes Begin
June 8	Last Day for Class Changes & Late Registration
June 22	Withdrawal After This Date No Refund of Fees
July 2	Last Day to Drop with a "W"
July 6	4th of July Holiday
July 24	Final Examinations
July 24	Summer Session Ends

FALL SEMESTER 1981-1982

August 21	Faculty Study Conference
August 24	Day & Evening Registration
August 25	Day Registration
August 26	Classes Begin
September 1	Last Day for Class Changes & Late Registration
September 7	Dismissal for Labor Day
September 30	Withdrawal After This Date No Refund of Fees
October 16	Mid-Semester (D&F Cards are Due)
October 28	Last Day to Drop with a "W"
November 26-27	Dismissal for Thanksgiving
November 30	Classes Resume
December 11	Last Day of Classes
December 14, 15, 16, 17	Final Examinations
December 17	End of First Semester

SPRING SEMESTER 1981-1982

January 11	Faculty Conference
January 12	Day & Evening Registration
January 13	Day Registration
January 14	Classes Begin
January 20	Last Day for Class Changes & Late Registration
February 17	Withdrawal After This Date No Refund of Fees
March 5	Mid-Semester (D&F Grades are Due)
March 12	Last Day to Drop with a "W"
March 15-19	Spring Break
March 22	Classes Resume
May 5	Last Day of Classes
May 6, 7, 10, 11	Final Examinations
May 11	End of Second Semester
May 14	Commencement (7:00 p.m.)

SUMMER SESSION 1982

JUNE						
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June 1	Day & Evening Registration
June 2	Classes Begin
June 7	Last Day for Class Changes & Late Registration
June 22	Withdrawal After This Date No Refund of Fees
July 5	4th of July Holiday
July 6	Last Day to Drop with a "W"
July 23	Final Examinations
July 23	Summer Session Ends

JULY						
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AUGUST						
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FALL SEMESTER 1982-1983

August 20	Faculty Study Conference
August 23	Day & Evening Registration
August 24	Day Registration
August 25	Classes Begin
August 31	Last Day for Class Changes & Late Registration
September 6	Dismissal for Labor Day
September 29	Withdrawal After This Date No Refund of Fees
October 15	Mid-Semester (D&F Cards are Due)
October 27	Last Day to Drop with a "W"
November 25, 26	Dismissal for Thanksgiving
November 29	Classes Resume
December 10	Last Day of Classes
December 13, 14, 15, 16	Final Examinations
December 16	End of First Semester

SEPTEMBER						
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SPRING SEMESTER 1982-1983

January 10	Faculty Conference
January 11	Day & Evening Registration
January 12	Day Registration
January 13	Classes Begin
January 19	Last Day for Class Changes & Late Registration
February 16	Withdrawal After This Date

DECEMBER						
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March 4	Mid-Semester (D&F Grades are Due)
March 11	Last Day to Drop with a "W"
March 14- March 18	Spring Break
March 21	Classes Resume
May 4	Last Day of Classes
May 5, 6, 9, 10	Final Examinations
May 10	End of Second Semester
May 13	Commencement (7:00 p.m.)

1983

JANUARY						
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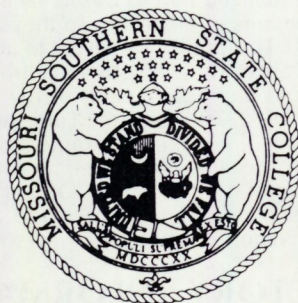
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Missouri Southern State College

JOPLIN, MISSOURI



OFFERING BACCALAUREATE
AND ASSOCIATE DEGREES

CATALOG OF
General Information and
Announcement of Courses

1981-1983

FOREWORD

This catalog presents general information, requirements for admission and graduation, and course offerings for the academic year of 1981-83, beginning June 1, 1981. The register of administrative officers and instructors is for the 1980-81 year. The College reserves the right to amend regulations and change fees when necessary.

EQUALITY OF OPPORTUNITY

Missouri Southern State College does not discriminate on the basis of sex, race, creed, color, national origin, or the handicapped in the education programs or activities which it operates. The College strives to build a community in which opportunity is equalized and to use its facilities and resources to develop the skills of the members of all groups so they may play responsible and productive roles in society. This policy is relevant to all of the College's services and facilities which are available to every student enrolled.

The College adheres to the requirements of the Civil Rights Act of 1964, Equal Opportunity Act of 1972, Title IX of the Education Amendments of 1972, the Rehabilitation Act of 1973, and the Governor's Executive Order of 1973. In October 1973 the Board of Regents established an Affirmative Action Committee and in the Fall semester of 1975 a Title IX Officer was designated to assure the enforcement of equal opportunity policies and affirmative action and to avoid or eliminate discriminatory practices.

DIRECTORY INFORMATION

The following paragraph is taken from a letter written by the Executive Department, United States Government, April 15, 1975 to institutions of higher education:

"1. EDUCATION RECORDS: Public Law 93-568 amends Public Law 93-380 (General Education Provisions Act) and permits schools to maintain directory information concerning students. Only after the school has given public notice that directory information will be released on students are schools permitted to do so. This information would consist of such data as the student's name, address, date and place of birth, major field of study, dates of attendance, degrees and awards received, and the most recent previous educational agency or institution attended. Directory information may be released by the school without an educational release statement, unless...the student has informed the school that such information may not be released...without his...prior consent..."

Missouri Southern State College will include the following as "Directory" information:

- Student's Name
- Address
- Telephone Number
- Date & Place of Birth
- Next of Kin or Spouse (Emergency Only)
- Major Field of Study
- Dates of Attendance
- Degrees and Awards Received
- Most Recent Previous Educational Agency or Institution Attended

CORRESPONDENCE DIRECTORY

MISSOURI SOUTHERN STATE COLLEGE

JOPLIN, MISSOURI 64801

Telephone: Area 417 624-8100

Admission of students	Director of Admissions
Alumni affairs	Director of Alumni Affairs
Athletic activities	Director of Athletics
Business affairs and purchases	Vice President for Business Affairs
Catalog and bulletins	Director of Admissions
Credit evaluation and transcripts	Registrar
Employment, on campus	
(Student part-time)	Office of Financial Aids
Evening session	Coordinator of Evening Session
Faculty appointments	Vice President for Academic Affairs
Financial aids	Office of Financial Aids
Gifts and annuities	President
Housing	Director of Housing
Loans	Office of Financial Aids
Orientation	Director of Academic Services
Placement services	Director of Placement Services
Public Information	Director of Public Information
Student organizations	Assistant Dean of Students
Summer session	Coordinator of Summer Session
Testing	Director of Academic Services
Veterans affairs	Office of Financial Aids

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MISSOURI SOUTHERN STATE COLLEGE

1981—1983

BOARD OF REGENTS

Fred G. Hughes - 1980

William J. Schwab, Jr. - 1981

Ray W. Grace - 1982

Glenn D. Wilson - 1983

Jerry E. Wells - 1984

Loren Olson - 1985

*Donald R. Patterson - Secretary

BOARD OF TRUSTEES

Fred G. Hughes

Arthur Kungle, Sr.

Carolyn D. McKee

Donald R. Patterson

Elvin Ummel

Jerry E. Wells

*Appointed by Board of Regents

ADMINISTRATIVE STAFF

Donald C. Darnton	President of the College
John W. Tiede	Assistant to the President
Floyd E. Belk	Vice President for Academic Affairs
Harold Cooper	Associate Vice President
Paul R. Shipman	Vice President for Business Affairs
Glenn D. Dolence	Dean of Students
Ray A. Malzahn	Dean, School of Arts and Sciences
Julio S. Leon	Dean, School of Business Administration
Michael L. Land	Dean, School of Education and Psychology
James K. Maupin	Dean, School of Technology
Robert H. Nickolaisen	Assistant Dean, School of Technology
William L. Ferron	Head, Department of Biology
Richard W. Massa	Head, Department of Communications
Edward P. Merryman	Head, Department of Education
Steven H. Gale	Head, Department of English
F. Joe Sims	Head, Department of Fine Arts
J. Larry Martin	Head, Department of Mathematics
Vernon D. Baiamonte	Head, Department of Physical Sciences
Robert E. Smith	Head, Department of Social Sciences
Max D. Oldham	Head, Department of Physical Education
Allan L. Combs	Head, Department of Psychology
Elmer E. Rodgers	Head Librarian
Ross C. Snyder	Director of Instructional Media
Charles E. Nodler	Archivist
Barbara A. Beard	Circulation Librarian
Mary Lou Dove	Periodical Librarian
Elizabeth J. Mueller	Processing Librarian
Arlene E. Moore	Reference Librarian
Julie S. Hughes	Director of Alumni Affairs
David C. Bingman	Director of Continuing Education, Conferences and Workshops
Gwen E. Hunt	Director of Public Information
George H. Volmert	Registrar
(W. Sue Billingsly	Director of Missouri Southern Foundation)
Douglas M. Carnahan	Assistant Dean of Students
Irma J. Hartley	College Nurse
Larry K. Karst	Counselor
Paul L. Winters	Director of Billingsly Student Center
James L. Frazier	Director of Men's Athletics
Lorine V. Miner	Director of Placement
Sallie L. Beard	Director of Women's Athletics
Lloyd L. Dryer	School Psychologist
Eugene C. Mouser	Director of Academic Services
Richard D. Humphrey	Director of Admissions
Myrna L. Dolence	Director of Academic Development
James E. Gilbert	Director of Student Financial Aids
Kreta C. Gladden	Financial Aids Counselor

Andrew W. Weis	Veterans Counselor
Teresa A. McLean	Admissions Counselor
Joe D. Vermillion	Counselor
C. Elaine Freeman	Counselor
Charles D. Moss	Bookstore Manager
Sidney S. Shouse	Controller
Ron Foster	Director of Office Services
John Miller	Director of Safety & Security
John F. Johnson	Personnel Records
Harry Castor	Purchasing Agent
Howard Dugan	Director of Physical Plant

FACULTY

(The date indicates the first year of service at this college.)

- Donald C. Darnton (Professor)** **President of the College 1979**
A.B., The College of William and Mary
M.A., The University of Michigan
Ph.D., The University of Michigan
- Floyd E. Belk (Professor)** **Vice President for Academic Affairs 1966**
B.S., Kansas State College of Pittsburg
M.S., Kansas State College of Pittsburg
Ed.D., Oklahoma State University
- Paul R. Shipman (Professor)** **Vice President for Business Affairs 1965**
B.S.E., Southwest Missouri State College
M.S., Kansas State College of Pittsburg
Ed.D., University of Arkansas
- Roger E. Adams (Assistant Professor)** **Automotive Technology 1967**
B.S.I.T., Kansas State College of Pittsburg
M.S., Kansas State College of Pittsburg
Ed.S., Kansas State College of Pittsburg
Ed.D., Oklahoma State University
- Lawrence R. Albright, II (Associate Professor)** **Chemistry 1969**
B.S., Northwest Missouri State College
M.S., University of Nebraska
Ph.D., University of Nebraska
- Brian C. Babbitt (Associate Professor)** **Psychology 1977**
A.B., Western Washington State College
M.A., University of New Mexico
Ph.D., University of New Mexico
- Vernon D. Baiaomonte (Professor)** **Chemistry 1967**
Head, Physical Science Dept.
A.B., Colorado State College
M.A., Colorado State College
Ph.D., Indiana University
- Michael E. Banks (Associate Professor)** **Education 1975**
B.S., Oklahoma State University
M.S., New Mexico Highlands University
Ph.D., University of Kansas
- Barbara A. Beard (Instructor)** **Circulation Librarian 1977**
A.B., Kansas State College of Pittsburg
M.A., University of Missouri

FACULTY

Sallie L. Beard (Assistant Professor) B.S., Missouri Southern State College M.S., Kansas State College of Pittsburg	Physical Education 1976 Director of Women's Athletics
David C. Bingman (Associate Professor) B.S., Kansas State College of Pittsburg M.S., Kansas State College of Pittsburg Ed.D., University of Arkansas	Director of Continuing Education 1963 Conferences and Workshops
E. Enid Blevins (Assistant Professor) B.S., Southwest Missouri State College M.S., Kansas State College of Pittsburg Graduate Study, Pittsburg State University	English 1966
Harold W. Bodon (Associate Professor) A.B., University of Utah M.S., California State College Hayward Ph.D., Brigham Young University	Foreign Languages 1971 Soccer Coach
Rochelle L. Boehning (Associate Professor) B.S., Kansas State College of Pittsburg M.S., Kansas State College of Pittsburg Graduate Study, Illinois Institute of Technology, University of Arkansas, University of Wisconsin	Mathematics 1967
G. Joyce Bowman (Assistant Professor) B.S., Southwest Missouri State College M.A., University of Arkansas Graduate Study, University of Kansas	Theatre 1967
Milton W. Brietzke (Associate Professor) A.B., San Jose State College M.A., Western Reserve University Doctoral Study, University of Denver	Director of Theatre 1956
John W. Bruton (Instructor) A.B., Western Carolina University M.A., University of Arkansas Ph.D., University of Arkansas	English 1980
Willis D. Calicott (Instructor) B.B.A., Syracuse University M.B.A., Syracuse University	Computer Science 1976
SFC Jack L. Cantrell (Instructor)	Military Science 1980
Douglas M. Carnahan (Instructor) A.B., Bowling Green State University M.Ed., University of Georgia	Assistant Dean of Students 1978

FACULTY

Carmen M. Carney (Associate Professor)
 B.S., Catholic University of Puerto Rico
 M.A., University of Iowa
 Ph.D., University of Iowa

Foreign Languages 1974

Albert J. Carnine (Assistant Professor)
 B.M.E., Illinois Wesleyan University
 M.M., Southern Methodist University
 M.M.E., Southern Methodist University
 D.M.A., University of Texas

Music 1977

Cecilia C. Chamberlin (Instructor)
 A.B., University of Missouri at Kansas City
 M.A., Drury College

Physical Education 1978
Women's Volleyball
Coach

Val A. Christensen (Assistant Professor)
 B.F.A., University of Nebraska, Lincoln
 M.F.A., Wichita State University

Art 1979
Director of Spiva Art Center

Samuel L. Claussen (Instructor)
 A.B., Missouri Southern State College
 B.S., Missouri Southern State College
 M.F.A., University of Virginia

Theatre 1977

Nathanial S. Cole (Associate Professor)
 B.F.A., Kansas City Art Institute
 M.F.A., Kansas City Art Institute

Art 1970

Allan L. Combs (Assistant Professor)
 B.S., Ohio State University
 M.S., University of Georgia
 Ph.D., University of Georgia

Psychology 1975
Head, Psychology Dept.

Edith M. Compton (Assistant Professor)
 B.S., Kansas State College of Pittsburg
 M.S., Kansas State College of Pittsburg
 Ed.S., Pittsburg State University

Business Administration 1967

Judith L. Conboy (Associate Professor)
 A.B., Kansas State College of Pittsburg
 M.S., Kansas State College of Pittsburg
 Ed.S., Kansas State College of Pittsburg
 Ph.D., Kansas State University

Sociology 1969

Harold Cooper (Professor)
 A.B., Berea College
 Ph.D., University of Nebraska

History 1968
Associate Vice President
for Academic Affairs

Mary Lynn Cornwell (Assistant Professor)
 A.B., University of Tulsa
 M.A., University of Arkansas

Speech 1975

FACULTY

- Jimmy C. Couch (Assistant Professor)** English 1970
 A.B., Texas Technological College
 M.A., Texas Technological College
 Ph.D., University of South Carolina
- John M. Cragin (Associate Professor)** Physics and Data Processing 1967
 B.S., United States Military Academy, West Point
 B.S., Missouri Southern State College
 M.S., Purdue University
 Ed.D., University of Arkansas
- E. Carolyn Cunningham (Instructor)** Business Administration 1978
 B.S., Missouri Southern State College
 M.S., Pittsburg State University
- LTC Stanton L. Curbow** Military Science 1980
 B.S.E., Southwest Missouri State University
 M.E., Georgia State University
 Commander and General Staff College
- Elliott A. Denniston (Associate Professor)** English 1974
 A.B., Princeton University
 M.A., University of Michigan
 Ph.D., University of Michigan
- M/SGT Gabriel DiGesualdo (Instructor)** Military Science 1979
- Darral A. Dishman (Assistant Professor)** Director of Art Department 1966
 B.F.A., Kansas City Art Institute
 M.S., Kansas State College of Pittsburg
- Glenn D. Dolence (Professor)** Dean of Students 1969
 B.S., Missouri Valley College
 M.S., Kansas State College of Pittsburg
 Ed.D., University of Arkansas
- Myrna L. Dolence (Assistant Professor)** Director of Academic Development 1973
 B.S., Kansas State College of Pittsburg
 M.S., Kansas State College of Pittsburg
- Mary L. Dove (Assistant Professor)** Periodical Librarian 1969
 B.S., University of Missouri
 M.A., University of Missouri
 M.S., Kansas State College of Pittsburg
- Leland D. Easterday (Associate Professor)** Education 1967
 B.S., Northeast Missouri State College
 M.A., Southern Illinois University
 Ed.D., University of Arkansas

FACULTY

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|---|---|
| <p>Doris T. Elgin (Associate Professor)
 B.S. in Nursing, University of Tennessee
 M.A., Memphis State University
 M.S.N., Texas Woman's University</p> | <p>Nursing 1968</p> |
| <p>Gerald E. Elick (Associate Professor)
 A.B., University of Missouri
 M.S., University of Arkansas
 Ph.D., University of Arkansas</p> | <p>Biology and Geology 1969</p> |
| <p>Mary A. Elick (Instructor)
 B.S.E., Southwest Missouri State University
 M.S., University of Arkansas</p> | <p>Mathematics 1974</p> |
| <p>William C. Elliott (Assistant Professor)
 B.M.E., Kansas State College of Pittsburg
 M.M., Kansas State College of Pittsburg
 Ed.D., Candidate, University of Northern Colorado</p> | <p>Music 1968</p> |
| <p>Ronald R. Ellis (Instructor)
 B.S., Kansas State College of Pittsburg
 M.S., Kansas State College of Pittsburg</p> | <p>Physical Education 1974
 Assistant Basketball Coach</p> |
| <p>William L. Ferron (Associate Professor)
 B.S., Creighton University
 M.A., Southern Methodist University
 Ph.D., Kansas State University</p> | <p>Biology 1971
 Head, Biology Dept.</p> |
| <p>Carl A. Finke (Associate Professor)
 B.S.B.A., University of Arkansas
 J.D., University of Oklahoma
 CPA</p> | <p>Business Administration 1970</p> |
| <p>Richard H. Finton (Assistant Professor)
 A.B., Northwestern State University
 M.E., Northwestern State University
 Graduate Study, University of Nebraska, Omaha</p> | <p>Speech 1977
 Debate Coach</p> |
| <p>Jon H. Fowler (Assistant Professor)
 B.S., Southwest Missouri State College
 M.F.A., University of Arkansas</p> | <p>Art 1968</p> |
| <p>James L. Frazier (Assistant Professor)
 A.B., University of Wichita
 M.A., Wichita State University</p> | <p>Physical Education 1971
 Director of Men's Athletics
 and Head Football Coach</p> |
| <p>C. Elaine Freeman (Instructor)
 A.B., Pittsburg State University
 M.S., Pittsburg State University</p> | <p>Academic Services 1980</p> |

FACULTY

- June M. Freund (Instructor)** **Business Administration 1978**
 B.S.B.A., Missouri Southern State College
 B.S.P.A., University of Arkansas
 M.B.A., Pittsburg State University
- Steven H. Gale (Professor)** **English 1980**
Head, English Dept.
 A.B., Duke University
 M.A., University of California at Los Angeles
 Ph.D., University of Southern California
- Helen R. Gardner (Associate Professor)** **English 1968**
 A.B., Bradley University
 M.A., Bradley University
 Ed.D., Indiana University
- Robert M. Garner (Assistant Professor)** **Business Administration 1980**
 B.S., Oklahoma State University
 M.B.A., Ball State University
 C.P.A.
 Ph.D. Candidate, University of Arkansas
- E. Sam Gibson (Associate Professor)** **Biology 1967**
 B.S., Kansas State College of Pittsburg
 M.S., Kansas State College of Pittsburg
 Ph.D., Kansas State University
- Rodney R. Giesselmann (Instructor)** **Physical Education 1979**
Assistant Football Coach
 B.S.E., Concordia Teachers College
 M.S., Fort Hays State University
- James E. Gilbert (Assistant Professor)** **Director of Financial Aids 1974**
 A.B., University of Missouri
 M.A., Southwest Missouri State University
- Kreta C. Gladden (Instructor)** **Financial Aids Counselor 1974**
 B.S., Missouri Southern State College
 M.B.A., Pittsburg State University
- Larry W. Goode (Assistant Professor)** **Business Administration 1968**
 B.S., Kansas State College of Pittsburg
 M.S., Kansas State College of Pittsburg
- George C. Greenlee (Assistant Professor)** **English 1970**
 A.B., Northeast Louisiana State College
 M.A., Northeast Louisiana State College
- Mary A. Gremling (Instructor)** **Director of Dental Programs 1974**
 B.S., University of Missouri at Kansas City
 B.S.E., Missouri Southern State College

FACULTY

- Betsy Q. Griffin (Assistant Professor)** Psychology 1978
A.B., East Carolina University
M.A., University of South Carolina
Ph.D., University of South Carolina
- Kathleen G. Grim (Instructor)** Business Administration 1975
B.S.E., Northeast Missouri State University
M.A., Northeast Missouri State University
- Stephen J. Grove (Assistant Professor)** Sociology 1979
A.B., Texas Christian University
M.A., Texas Christian University
Ph.D., Oklahoma State University
- Conrad E. Gubera (Associate Professor)** Sociology 1967
B.S., Kansas State College of Pittsburg
M.S., Kansas State College of Pittsburg
Ph.D., Oklahoma State University
- Gregory L. Hamilton (Instructor)** Business Administration 1980
A.B., Southern Illinois University
M.S., Southern Illinois University
Ph.D. Candidate, Oklahoma State University
- James L. Harbin (Assistant Professor)** Business Administration 1977
B.S., Arkansas State University
M.B.A., Arkansas State University
Ph.D., University of Arkansas
- Henry L. Harder (Professor)** English 1970
A.B., Subiaco College
M.A., University of Arkansas
Ph.D., University of Maryland
- Wayne A. Harrell (Associate Professor)** Music 1971
B.M.E., Wichita State University
M.M.E., Wichita State University
Ed.D., University of Northern Colorado
- Robert A. Harris (Assistant Professor)** Music 1971
B.M., Kansas State College of Pittsburg
M.S., Kansas State College of Pittsburg
Pupil of Rosina Lhevinne
- Pete Havely (Assistant Professor)** Music 1979
B.M.E., Central Oklahoma State University
M.M.E., Central Oklahoma State University
Band Director
- Garry J. Hess (Instructor)** Art 1971
B.S., Fort Hays Kansas State College
M.A., Kansas State College of Pittsburg

FACULTY

- | | |
|---|--|
| Robert O. Highland (Professor)
B.M.E., University of Oklahoma
M.M.E., University of Oklahoma
Ed.D., University of Arkansas | Director of Student Teaching 1968
Education |
| T.L. Holman (Associate Professor)
A.B., Southwestern College, Winfield, Kansas
M.A., Kansas State College of Pittsburg
Ed.D., Oklahoma State University | History 1962 |
| James C. Holmes (Instructor)
B.S., Pittsburg State University | Automotive Technology 1979 |
| Delores A. Honey (Instructor)
B.S., Southwest Missouri State University
M.E., University of Missouri | Business Administration 1980 |
| Richard D. Humphrey (Assistant Professor)
B.S., Kansas State College of Pittsburg
M.S., Kansas State College of Pittsburg | Director of Admissions 1968 |
| Teresa K. Hudson (Instructor)
B.S.E., Southwest Missouri State University
B.S., the University of Kansas
M.S., University of Missouri | Dental Hygiene 1980 |
| Cynthia S. Hungerford (Instructor)
A.B., Southwest Missouri State University
M.A., University of Arkansas | English 1980 |
| Duane L. Hunt (Assistant Professor)
A.B., Southwest Missouri State College
M.A., University of Arkansas | Theatre 1964 |
| W. Craig Hutchison (Instructor)
B.S., Southwest Missouri State University
M.A., Southwest Missouri State University | Speech 1980 |
| Betty J. Ipock (Instructor)
B.S.N., Drury College
M.S.N., Oklahoma University
Doctoral Study, University of Arkansas | Nursing 1978
Director of Nursing |
| James R. Jackson (Associate Professor)
B.S., Colorado State University
M.A., University of Northern Colorado
Ph.D., Rutgers: The State University of New Jersey | Biology 1976 |
| Marilyn J. Jacobs (Instructor)
B.S., In Nursing, University of Nebraska | Nursing 1967 |

FACULTY

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|--|--|
| Jasbir S. Jaswal (Associate Professor)
A.B., University of Rajputana, India
M.A., University of Rajputana, India
M.A., University of Texas, El Paso
Ph.D., University of Missouri | Business Administration 1977
Dir., Bureau of
Business and Economic
Research |
| Bernard A. Johnson (Assistant Professor)
B.S., Missouri Southern State College
M.A., Central Missouri State College | Business Administration 1974
Dir., Small Business
Institute |
| Clarence O. Johnson (Instructor)
A.B., Northwestern Oklahoma State University
M.A., Oklahoma State University
Ph.D. Candidate, Oklahoma State University | English 1980 |
| Jack D. Jolly (Assistant Professor)
B.S.E., University of Oklahoma
M.A., University of Oklahoma
Graduate Study, University of Texas, University of Wisconsin,
University of Minnesota | Mathematics 1968 |
| J. Merrell Junkins (Professor)
B.S., Kansas State College of Pittsburg
M.S., Kansas State College of Pittsburg
Ed.D., Oklahoma State University | Psychology 1963 |
| Larry K. Karst (Assistant Professor)
B.S., Kansas State College of Pittsburg
M.S., Kansas State Teachers College of Emporia | Counselor 1968 |
| Nancy J. Karst (Instructor) | Dental Assisting 1975 |
| Harrison M. Kash (Assistant Professor)
A.B., Kansas State College of Pittsburg
M.S., Kansas State University | Chemistry 1978 |
| Raymond E. Kellner (Assistant Professor)
A.B., St. Mary's College
M.S.W., Worden School of Social Service,
Our Lady of the Lake University
D.S.W., The Catholic University of America | Sociology 1979 |
| Retha L. Ketchum (Instructor)
B.S. in Nursing, Creighton University
M.S.E., Southwest Missouri State University | Nursing 1970 |
| Patricia W. Kluthe (Instructor)
A.B., Missouri Southern State College
M.A., University of Minnesota | Speech 1980 |

FACULTY

- Joseph P. Lambert (Associate Professor)** English 1970
A.B., Mississippi College
M.A., Mississippi College
Ph.D., Auburn University
- Michael L. Land (Associate Professor)** Education 1979
A.B., Hardin-Simmons University
M.Ed., Stephen F. Austin State University
Ph.D., Texas A&M University
Dean, School of Education and Psychology
- Douglas B. Landrith (Assistant Professor)** Physical Education 1959
B.S., Kansas State College of Pittsburg
M.S., Kansas State College of Pittsburg
Golf Coach
- L. Keith Larimore (Professor)** Business Administration 1966
B.S.B.A., Kansas State College of Pittsburg
M.B.A., University of Oklahoma
Ph.D., University of Arkansas
- Kathy Jo Lay (Instructor)** Student Services 1980
Coordinator of Student Activities
B.S.E., Missouri Southern State College
- Charles E. Leitle (Professor)** Business Administration 1970
B.S.B.A., University of Arkansas
M.B.A., University of Arkansas
Ph.D., University of Arkansas
- Julio S. Leon (Professor)** Business Administration 1969
A.B., Universidad Tecnica (Santiago, Chile)
M.B.A., North Texas State University
Ph.D., University of Arkansas
Dean, School of Business Administration
- William R. Livingston (Assistant Professor)** Mathematics 1968
B.S., Kansas State College of Pittsburg
M.S., University of Illinois
- Teresa A. McLean (Instructor)** Academic Services 1980
A.B., Pittsburg State University
M.S., Pittsburg State University
- Ray A. Malzahn (Professor)** Chemistry 1980
A.B., Gustavus Adolphus College
M.S., University of North Dakota
Ph.D., University of Maryland
Dean, School of Arts & Sciences
- Robert W. Mammen (Instructor)** Computer Science 1978
B.S., University of Missouri at Rolla
B.S.E., University of Missouri at Columbia
M.S., University of Missouri at Columbia

FACULTY

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|--|--|
| Terry D. Marion (Associate Professor)
B.S., Southwest Missouri State University
M.S., Kansas State College of Pittsburg
Ed.S., Pittsburg State University | Business Administration 1976 |
| Robert P. Markman (Associate Professor)
B.S., Monmouth College
M.A., University of Oklahoma
Ph.D., University of Oklahoma | History 1967 |
| Bobby L. Martin (Instructor)
A.B., Missouri Southern State College
M.S., Pittsburg State University | Admissions Counselor 1973 |
| J. Larry Martin (Professor)
B.S., University of Tulsa
M.S., University of Tulsa
Ed.D., University of Georgia | Mathematics 1965
Head, Mathematics Dept. |
| Richard W. Massa (Associate Professor)
B.J., University of Missouri, Columbia
M.A., University of Missouri, Columbia
Graduate study, University of Arkansas | Journalism 1972 |
| James K. Maupin (Professor)
B.S., Central Missouri State College
M.S., Kansas State College of Pittsburg
Graduate study, University of Minnesota, Oklahoma State University,
University of Oklahoma, University of Oregon | Dean, School of 1955
Technology |
| Edward P. Merryman (Professor)
A.B., Washington University
B.S., Washington University
M.E., Washington University
Ph.D., Ball State University | Education 1980
Head, Dept. of
Education |
| Robert J. Miller (Assistant Professor)
B.S., Central Missouri State College
M.A., Central Missouri State College | Business Administration 1968 |
| Lorine V. Miner (Associate Professor)
B.S., Pittsburg State University
M.S., Pittsburg State University | Student Services 1966
Director of Career Planning
& Placement |
| Ray G. Minkler (Assistant Professor)
A.B., Utah State University
M.A., University of Minnesota
Ph.D. Candidate, University of Minnesota | Political Science 1976 |

FACULTY

Grace C. Mitchell (Assistant Professor) A.B., Greensboro College M.A., Pennsylvania State University	English 1958
Arlene E. Moore (Assistant Professor) A.B., Southwest Missouri State College M.A., Southwest Missouri State College M.L.S., University of Oklahoma	Reference Librarian 1971
Henry G. Morgan (Associate Professor) A.B., University of Southern Mississippi M.A., University of Southern Mississippi Ph.D., University of Colorado	English 1971
Ronald J. Morgan (Instructor) B.S.I.T., Pittsburg State University M.S., Pittsburg State University	Drafting & Design 1978
Melvyn W. Mosher (Assistant Professor) A.B., University of Washington M.S., University of Idaho Ph.D., University of Idaho	Chemistry 1974
Eugene C. Mouser (Associate Professor) B.M.E., Oklahoma State University M.S., Oklahoma State University Ed.D., Oklahoma State University	Director of Academic Services 1970
Elizabeth J. Mueller (Instructor) A.B., Missouri Valley College	Processing Librarian 1966
Gary R. Mulkey (Instructor) B.S., Missouri Southern State College M.S., University of Arkansas Ph.D., University of Arkansas	Mathematics 1977
Robert H. Nickolaisen (Assistant Professor) B.S., California State University at Los Angeles M.S., Arizona State University	Technology 1980 Assistant Dean of Technology
Charles E. Nodler, Jr. (Instructor) A.B., Missouri Southern State College M.A., University of Texas at Arlington	Archivist 1978
Patricia F. Noirfalise (Instructor)	Dental Assisting 1975
Max D. Oldham (Associate Professor) B.S., Southwest Missouri State University M.S., Kansas State College of Pittsburg Ed.D., Oklahoma State University	Physical Education 1973 Head, Physical Education Dept.

FACULTY

- Orty E. Orr (Professor)** **Biology 1966**
B.S., Kansas State College of Pittsburg
M.S., Oklahoma State University
Ph.D., Oklahoma State University
- William H. Paapanen (Assistant Professor) Business Administration 1976**
A.B., University of Oklahoma
M.Acct., University of Oklahoma
CPA
- Roger Paige (Associate Professor) Psychology 1976**
A.B., University of Missouri
M.A., University of Missouri
Ph.D., University of Missouri
- MAJ Ronald J. Peterson (Assistant Professor) Military Science 1980**
B.B.A., University of Texas at El Paso
- Vernon L. Peterson (Assistant Professor) Foreign Languages 1979**
A.B., University of Omaha
M.A., University of Iowa
Ph.D. Candidate, University of Iowa
- Russell A. Phillips (Professor) Physics 1970**
B.S., Iowa State University
Ph.D., Iowa State University
- Harry E. Preble (Professor) English 1968**
A.B., University of Illinois
M.A., University of Illinois
Ph.D., University of Illinois
- Vonnie R. Prentice (Associate Professor) Biology 1974**
B.S.E., Northeastern Oklahoma State College
M.S., University of Arkansas
Ph.D., University of Arkansas
- Cecil D. Ratliff (Assistant Professor) Business Administration 1980**
B.S.E., Arkansas State University
M.A., George Peabody College for Teachers
Ed.D., Oklahoma State University
- G. Erin Ray (Instructor) Education 1979**
A.B., University of Northern Colorado
M.S., Southwest Missouri State University
- Gail K. Renner (Assistant Professor) History 1965**
B.S., Southwest Missouri State College
M.A., University of Missouri, Columbia
M.A., University of Missouri, Kansas City
Ph.D., University of Missouri, Columbia

FACULTY

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|--|--|
| Wendell C. Richards (Instructor)
B.S., Central Missouri State University
M.S., Central Missouri State University | Law Enforcement 1978 |
| Hilda E. Richardson (Instructor)
B.S., Kansas State College of Pittsburg
M.S., Kansas State Teachers College of Emporia | Education 1972 |
| Elmer E. Rodgers (Associate Professor)
A.B., Youngstown University
M.S.L.S., Western Reserve University | Head Librarian 1968 |
| Mary G. Ross (Instructor)
B.S.N., Oklahoma Baptist University
M.S.N., Duke University | Nursing 1979 |
| CPT. John R. Rousselot (Assistant Professor)
B.S.E., Southwest Missouri State University
M.S., Southwest Missouri State University | Military Science 1979 |
| John E. Salavantis (Instructor)
A.B., Ottawa University
M.S., Kansas State University | Physical Education 1979
Assistant Football Coach |
| James V. Sandrin (Professor)
B.S., Southern Illinois University
M.S., Southern Illinois University
Ph.D., Southern Illinois University | Education 1969 |
| Delbert F. Schafer (Associate Professor)
A.B., Southwestern State College
M.A., University of Oklahoma
Ph.D., University of Oklahoma | History 1968 |
| Donald J. Schultz (Instructor)
A.B., Columbia College | Machine Technology 1977 |
| Donald L. Seneker (Assistant Professor)
B.S., Central Missouri State College
M.S., Central Missouri State University | Director, Police Academy
Law Enforcement 1971
Criminal Justice
Administration |
| Joseph J. Shields (Assistant Professor)
B.S., St. Louis University
M.A., University of Missouri
Ph.D., Michigan State University | Mathematics 1979 |
| Bobbie Z. Short (Assistant Professor)
B.S., Southwest Missouri State College
M.S., Kansas State College of Pittsburg | English and Speech 1965 |

FACULTY

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|---|--|
| <p>Dale W. Simpson (Instructor)
 A.B., Harding College
 M.A., North Texas State University
 Ph.D. Candidate, North Texas State University</p> | <p>English 1979</p> |
| <p>F. Joe Sims (Professor)
 B.M., Southwestern College, Winfield, Kansas
 M.A., University of Northern Colorado
 Ed.D., University of Oklahoma</p> | <p>Music 1971
 Head, Dept. of
 Fine Arts</p> |
| <p>Ann M. Slanina (Associate Professor)
 A.B., St. Francis College, Fort Wayne, Indiana
 M.A., University of Dayton
 Ph.D., University of New Mexico</p> | <p>English 1971</p> |
| <p>Marion E. Sloan (Assistant Professor)
 A.B., Kansas State College of Pittsburg
 M.S., Kansas State College of Pittsburg</p> | <p>Physics 1967</p> |
| <p>Robert E. Smith (Associate Professor)
 B.S., Northwest Missouri State College
 M.A., Oklahoma State University
 Ph.D., Oklahoma State University</p> | <p>History 1972
 Head, Dept. of
 Social Sciences</p> |
| <p>Loran B. Smith (Assistant Professor)
 A.B., Salem, Massachusetts State College
 M.A., Oklahoma State University
 Ph.D., University of Nebraska-Lincoln</p> | <p>Political Science 1980</p> |
| <p>Ross C. Snyder (Associate Professor)
 B.S., Taylor University
 M.A., Ball State University</p> | <p>Education 1968
 Director of Educational Media</p> |
| <p>Jack G. Spurlin (Assistant Professor)
 B.S., Northeast Missouri State University
 M.S., Central Missouri State University</p> | <p>Law Enforcement 1975
 Criminal Justice
 Administration</p> |
| <p>Sam J. Starkey (Associate Professor)
 B.S., University of Arkansas
 M.B., University of Arkansas
 Ed.D., University of Arkansas</p> | <p>Education and Psychology 1966</p> |
| <p>Annetta E. St. Clair (Assistant Professor)
 A.B., Kansas State College of Pittsburg
 M.A., Kansas State College of Pittsburg
 M.S., Kansas State College of Pittsburg</p> | <p>Political Science 1964</p> |
| <p>Wayne E. Stebbins (Assistant Professor)
 B.S., Kansas State Teachers College of Emporia
 M.S., Kansas State Teachers College of Emporia</p> | <p>Biology 1969</p> |

FACULTY

Bob F. Steere (Professor) B.S., Southwestern State University M.S., Northern Arizona University Ed.D., Utah State University	Education 1969
Arthur L. Strobel (Assistant Professor) B.S., Southeast Missouri State College M.S., University of Arkansas	Physics 1963
Pudukkottai D. Subramanian (Associate Professor) B.S., University of Delhi, India M.A., Miami University of Ohio Ph.D., University of Wisconsin	Mathematics 1970
Gerald E. Suchan (Assistant Professor) B.S., University of Houston M.S., University of Houston Ph.D., University of Houston	Mathematics 1978
Dennis K. Sutton (Instructor) B.S., Kansas State College of Pittsburg M.S., Kansas State College of Pittsburg	Technology 1980
Don D. Tate (Instructor) B.S.E., University of Arkansas M.A., University of Houston Ph.D. Candidate, Oklahoma State University	Sociology 1974
Robert R. Terry (Instructor) B.S., Northeast Missouri State University	Law Enforcement 1974 Criminal Justice Administration
Charles C. Thelen (Assistant Professor) A.B., Occidental College M.A., University of Northern Colorado Ed.D., University of Northern Colorado	Music 1973
John W. Tiede (Associate Professor) B.S., Southwest Missouri State University M.B.A., University of Arkansas J.D., University of Missouri	Business Administration 1968 Assistant to the President
David L. Tillman (Assistant Professor) B.S., Brigham Young University M.S., Brigham Young University	Biology 1975
Warren F. Turner (Assistant Professor) B.S.E., Kansas State College of Pittsburg M.S., Kansas State College of Pittsburg	Physical Education 1976 Head Baseball Coach

FACULTY

Joe D. Vermillion (Instructor) B.S., Missouri Southern State College M.S., Pittsburg State University	Academic Services 1980
George H. Volmert (Assistant Professor) B.S., Northeast Missouri State College M.A., Northeast Missouri State College	Registrar 1966
James T. Volskay (Associate Professor) B.S.E. Southwest Missouri State College M.E., University of Missouri Ph.D., University of Missouri	Psychology 1969
Pamela K. Walker (Instructor) B.S., Missouri Southern State College M.S., Pittsburg State University	Physical Education 1978
Doris A. Walters (Instructor) B.S.E., Pittsburg State University M.A., Pittsburg State University Ph.D. Candidate, University of Arkansas	English 1979
Andrew W. Weis (Instructor) A.B., Southern Methodist University	Academic Services 1980 Veterans Counselor
Philip R. Whittle (Professor) B.S., University of Kentucky Ph.D., Iowa State University	Chemistry 1970 Director of Regional Crime Laboratory
Robert C. Wiley (Professor) B.S., Trinity University M.Ed., Trinity University Ed.D., Oklahoma State University	Education 1969
Jimmie L. Williams (Instructor) B.S., Missouri Southern State College M.S., Central Missouri State University	Law Enforcement 1976 Criminal Justice Administration
Tillman D. Williams (Assistant Professor) B.S., Southwest Missouri State University M.S., Indiana University Ph.D. Candidate, Indiana University	Physical Education 1977 Head Basketball Coach
G. I. Willoughby (Instructor) A.B., Wayne State College M.A., University of Northern Colorado	Physical Education 1977 Women's Basketball Coach
Paul L. Winters (Instructor) A.B., University of Dubuque M.A., St. Cloud State University	Director, Billingsly Student Center 1980

FACULTY

Edward W. Wuch (Assistant Professor)

B.S., University of Missouri
M.Ed., University of Missouri
Ed.D. Candidate, Arizona State University

Education 1969

Michael L. Yates (Assistant Professor)

A.B., Southern Illinois University
M.E., Southern Illinois University
J.D., University of Missouri

Political Science 1980

J. Cobb Young (Instructor)

A.B., Drury College
J.D., University of Missouri

Business Administration 1980

Donald R. Youst (Assistant Professor)

A.B., Kansas State Teachers College, Emporia
M.S., Kansas State Teachers College, Emporia
Ph.D., University of Nebraska

Political Science 1971

Mary L. Zaremba (Instructor)

B.S., Ferris State College

Dental Hygiene 1978

Karen S. Zwahlen (Instructor)

B.S., Missouri Southern State College

Computer Science 1980

EMERITUS FACULTY

Fred Cinotto (Professor)

B.S., Kansas State College of Pittsburg
M.S., Kansas State College of Pittsburg

Administrative Assistant 1965

Lloyd L. Dryer (Professor)

B.S., Oklahoma State University
M.A., Oklahoma State University
Ed.D., Oklahoma State University

**Psychology 1950
College Psychologist**

Harry C. Gockel (Professor)

A.B., Washington University
M.A., Washington University
M.S., University of Wisconsin

History and Geography 1938

Cleetis Headlee (Professor)

B.S., University of Missouri
M.A., University of Missouri

English 1946

Martha Ann McCormick (Professor)

M.A., University of Chicago
Ph.B., University of Chicago

Mathematics 1937

FACULTY

Dorothy A. Stone (Professor)
B.S., University of Missouri
M.A., University of Missouri

Business Administration 1939

PART-TIME FACULTY

Hazel R. Brietzke
B.S., Auburn University

Theatre

James Brown
B.S., Missouri Southern State College
CPA

Business Administration

Judy Fowler

Art

William N. McDonald, Jr.
B.S., University of Missouri

Business Administration

H. Waldo Wasson
B.S.E., Northeast Missouri State College
M.A., University of Missouri
Ph.D., Louisiana State University & A. & M. College

Speech Correction

AFFILIATED FACULTY

Wiley Beals
Graduate Burge Protestant Hospital School of Radiologic Technology
Registered Radiologic Technologist
American Registry of Radiologic Technologists

Radiologic Technology

C.C. Young, M.D.

Director-School of Radiologic Technology

GENERAL INFORMATION

THE COMMUNITY AND SERVICE AREA

Missouri Southern State College is situated in Southwest Missouri, eleven miles from the Kansas state line, 40 miles from the Arkansas border, and 15 miles from Oklahoma. In this southwest part of Missouri lies a nine-county area comprising approximately 250,000 people.

The campus, located at the northeast edge of Joplin on 350 acres of gently rolling land, is within commuting distance of a large college population. The college lies at the heart of a cluster of cities with populations up to 45,000. Some of these cities are Joplin (the largest), Carthage, Webb City, Carl Junction and Sarcoxie. The college is located in the hub of a four-state area with its network of east-west and north-south major highways and good air transportation schedules. Known in the early 1900's as an area of diversified agricultural activities and lead and zinc mining, it is even better known today as a rapidly growing industrial and service center. It is within easy driving distance of the Ozarks, one of the great recreational areas of the United States. Cultural activities, educational programs from kindergarten to college, and beautiful churches for all faiths are ideal for a college setting.

HISTORY

Missouri Southern State College originated in 1937 as Joplin Junior College. It was a part of the Joplin Public School System, but the first year of classes were conducted by the Extension Division of the University of Missouri.

The first year, classes were held in the Joplin Senior High School building. The college moved into its own building at Fourth Street and Byers Avenue on September 6, 1938. After 20 years in this location the college was transferred to 310 West Eighth Street where it continued to operate until June, 1967. The educational and administrative functions of Missouri Southern State College were moved to the new campus in June, 1967. Here the college is operating on a new, multiple building campus with an enlarged program and student body.

A series of new organizational and legal developments began in April, 1964.

On April 1, 1964, the voters created the Junior College District of Jasper County, naming a six-member Board of Trustees. This act ended the junior college's 27 years of existence as a part of the Joplin Public School System. The new junior college district included Jasper County and parts of three other counties—Newton, Lawrence and Barton. The institution was renamed Jasper County Junior College.

On July 22, 1965, the 73rd General Assembly of the Missouri Legislature passed House Bill No. 210 providing for the establishment of a two-year state senior college in Jasper County when the academic facilities of the Junior College District of Jasper County should become avail-

GENERAL INFORMATION

able. Meanwhile, in anticipation of the passing of the House Bill No. 210, the Board of Trustees adopted the name Missouri Southern College in May, 1965.

The legislative act creating the state senior college provided for the administration of the junior and senior college through a governor-appointed Board of Regents. The appointments were made on October 13, 1965, the date that marks the beginning of the operation of Missouri Southern State College under the Board of Regents. The law directed the Board of Trustees to assume the responsibility of levying the necessary taxes within the Junior College District of Jasper County which together with state junior college aid and funds available from other sources, are sufficient to pay the costs of the junior college operation and the costs to date of capital improvements for both the junior and senior colleges. The state provided the operating cost of the senior college.

July 1, 1975, on the campus of Missouri Southern State College, the Governor of Missouri signed Senate Bill No. 114. This bill provided that from July 1, 1977, forth the State of Missouri will provide the funds necessary to provide the staff, cost of operation, and the payment of all capital improvements. Thus following approximately ten years of legislative effort by the citizens of Southwest Missouri, this college has taken its place with the family of higher education institutions in the State of Missouri.

COLLEGE PHILOSOPHY AND PURPOSES

Missouri Southern State College is dedicated to the principle of developing a college community where all members are given the opportunity to learn, not only for the sake of learning, but for the purpose of revealing ways to live a better life.

Missouri Southern State College offers a diversity of study designed to satisfy a wide range of student and community interests. The college endeavors to maintain quality instruction at all levels.

Missouri Southern State College shares a responsibility with other state colleges to serve any eligible student in the State of Missouri who may apply for admission. In addition, the college also recognizes its responsibility and obligation to serve the citizens of the immediate community.

The college fulfills its obligation to both state and community by:

- a. Providing an opportunity for students to pursue a wide range of cultural and intellectual interests.
- b. Providing an opportunity for students to prepare for a wide range of established and emerging careers in industry, education, government, and business.
- c. Providing a variety of pre-professional and technical programs, at less than the bachelor's degree level.

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- d. Providing a variety of continuing education opportunities for individuals at all levels of educational attainment.
- e. Providing an opportunity for students to prepare for a graduate education.

STANDARDS FOR STUDENT CONDUCT

As active members of the college community, students at Missouri Southern State College have the rights and privileges enjoyed by members of all democratic communities. They also have the responsibilities and obligations which accompany these rights. Missouri Southern State College is guided by and observes the principle that there shall be no difference in the treatment of persons because of race, creed, color or national origin; and all members of the academic community are expected to support this principle.

Students have the responsibility of upholding the standards, traditions and policies of the college which has granted them membership in the academic community at their own request. They also have the responsibility of making maximum use of their abilities, of exercising good judgement, of observing the rights of others, and of adhering to the requirements of adult society.

In addition, the following general policies are in effect:

1. Students have the obligation to obey all rules and regulations and to preserve all property provided for their education.

2. Students are expected to conform to all federal, state and local laws. Gambling, alcoholic beverages, drugs, firearms, ammunition and explosives are specifically prohibited on college property. Students should be aware of the principles of libel and slander. Practice of these principles within the academic community could result in expulsion from the college.

3. The conduct of the individual student is an important indication of his character and of his future potential in life. Cheating, falsification of documents and immoral conduct will not be tolerated.

4. Students are expected to conform to the usual accepted social customs of the community.

5. Students shall not engage in or incite others to participate in obstructive or disruptive activities, deprive others of their rights, do harm to other individuals or property, or interfere with college or other officials in the performance of their duties.

6. The Student Center of Missouri Southern State College and its facilities are dedicated to and for the primary use of the students, faculty, staff and their authorized guests. Individuals entertaining guests in the Student Center are responsible for the proper identification, registration and conformance to the rules established for such guests. When not in use by campus organizations, off-campus groups may use the facilities of the Center.

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7. The facilities of the Residence Halls at Missouri Southern State College are primarily for the use of the residents thereof and their invited guests. The host is responsible for the registration and conduct of his guests. Disciplinary action will be taken against non-residents making unauthorized use of residence hall facilities.

8. The prevention of fire and safety of others is the responsibility of the individual. Students shall not set off false fire alarms, misuse fire equipment, or refuse to obey lawful directions by fire wardens.

The foregoing shall apply to all student conduct, and failure to observe these standards will constitute basis for disciplinary action, the maximum of which is dismissal from the College. Registration and participation as a student in Missouri Southern State College shall constitute full acceptance of these standards, as well as of all other rules and standards of conduct which have been or may be adopted.

ACCREDITATION AND MEMBERSHIP

Missouri Southern State College is accredited by the North Central Association of Colleges and Secondary Schools, the National Council for Accreditation of Teacher Education, and by the Missouri State Department of Education.

Major memberships include the American Council on Education, the American Association of State Colleges and Universities, the American Association of Colleges for Teacher Education, and the North Central Association Sub-Committee on Institutions for Teacher Education.

THE CAMPUS

Missouri Southern State College is located at the corner of Newman and Duquesne Roads near the northeast edge of Joplin. Seventeen new buildings and several remodeled older buildings serve the instructional and student activity needs.

Spiva Library, named in honor of the late George A. Spiva of Joplin, a friend and generous supporter of the college, provides an atmosphere which contributes to an intellectual climate. It includes the **Instructional Media Center**, the **Closed Circuit T-V Center**, as well as the **Library**.

Hearnes Hall is named after the Honorable Warren E. Hearnes, former Governor of Missouri. The building is the administration headquarters and the reception center of the campus. It contains, also, instructional classrooms and faculty offices.

The L.R. Reynolds, Jr., Science and Mathematics Hall provides three large, elevated lecture rooms, regular classrooms, science laboratories and faculty offices. It is well equipped to meet the requirements of science and mathematics programs.

The Fine Arts Complex is a series of three buildings that serves the areas of Art, Music, and Theatre. The Art Building includes a large exhibit hall that serves the Spiva Art Center of Joplin as well as the needs

GENERAL INFORMATION

of the college. The Music Building includes a beautiful recital hall that was dedicated in honor of our past Vice President for Academic Affairs, Dr. Edward S. Phinney, the third building in this complex is the show-place of the campus, a 2,100 seat auditorium. This auditorium is used extensively by the community, by the theatre department, and by other agencies of the college.

The Robert Ellis Young Gymnasium houses the college basketball floor, classrooms, faculty offices, and many facilities for physical education classes.

The Leon C. Billingsly Student Center serves the total campus with a cafeteria, coffee shop, bookstore, lounge areas, Student Senate offices, six conference rooms, a deluxe dining area, Student Service offices, the Placement Office, the College Union Board office and two large ballrooms.

The Business Administration Building is a combination of the old Mansion House and the new building addition. It houses specialized and regular classrooms and faculty offices.

The Barn Theatre is a barn converted into an air-conditioned theatre with classrooms, dressing rooms, costume rooms, ticket booth and foyer.

Kuhn Hall is a new structure that provides facilities for the nursing education program and the student health center. This building is named after Dr. J.R. Kuhn, Jr., a strong supporter and leader of the nursing education program at Missouri Southern State College. The Student Health Center is located in Kuhn Hall. A full-time registered nurse is on duty and medical doctors from the community provide services at stated hours.

The Norval M. Matthews Hall is the newest addition to our campus. It provides facilities for the Industrial Arts, the Computer Science, and the Secretarial Science programs. Offices for each of these programs are located in this building.

The Technology Building provides facilities and faculty offices for Automotive Technology, Machine Technology, Drafting and Design, Dental Hygiene and Dental Assisting.

The Mills Anderson Police Academy houses the Campus Security Office, offices for the director and faculty of the Law Enforcement Department, the R.O.T.C. Offices, classrooms and firing range and the office of the Dean of Technology.

Taylor Hall, the Education & Psychology Building, was occupied in November, 1977. The building has eight classrooms, eight conference rooms, a psychology laboratory complex, a large lecture hall and offices for both the education and psychology departments.

The Thomas E. Taylor Auditorium opened in the spring of 1975. The theatre seats approximately 2,100 people. Colored padded seats, an excellent acoustical system, and a fine light system characterize the theatre. A woodworking shop, a sewing room, a laundry, costume stor-

GENERAL INFORMATION

age, dressing rooms, offices a green room and four classrooms complete the finest theatre complex in the four state area.

Webster Hall is a residence hall that houses 200 men. It is an attractive and modern residence hall, completed in the Spring 1970.

Women's Hall was also completed in the Spring, 1970, and will accommodate 110 women.

Women's Annex is two small buildings containing 16 private rooms in each. They are located north and west of the **Women's Hall**.

New Residence Halls. Five new residence halls were recently completed. Each building houses 32 students with four students in each living unit.

The Fred Hughes Stadium adds a new dimension to the campus. This complex seats approximately 7,500 fans. The field is one of the few Astro Turf athletic fields in the State of Missouri. This complex also features an all-weather artificial track.



GENERAL INFORMATION

SCHEDULE OF FEES 1981-83

Students must pay fees at the regular time of registration each semester or have their registration automatically cancelled. Contractual agreements for unique hardship problems must be arranged with the Vice President for Business Affairs or his delegated representative prior to registration. Failure to meet the terms of the agreement automatically cancels the registration.

Appeals concerning special problems pertaining to fees or refunds should be directed to the Vice President for Business Affairs in Hearn Hall 200.

The College reserves the right to change fees without notice.

INCIDENTAL FEES	Each Fall & Spring Semester 8 Hours or more	Less Than 8 Hours	Summer Term
Residents of Missouri	\$235	\$21 per hr.	\$21 per hr.
Non-Residents (Out-of-State)	\$470	\$37 per hr.	\$37 per hr.

OTHER FEES

Application for admission	\$ 5.00	
Applied Music	45.00	per credit hour
Art Materials		
Ceramic, sculpture	10.00	
Jewelry	5.00	
Change of class schedule	2.00	
Commencement	15.00	
Laboratory breakage and materials	cost	
Late registration (full-time)	10.00	
(part-time)	5.00	
National Teachers Examination	20.00	
(Required for BSE Major)		
Radiologic Technology special fees		
First Term	100.00	
All other terms, each	40.00	
Student Activity	10.00	
Textbook rental and service charge		
(50% refundable):		
Spring and fall semester		
(over 8 hours)	40.00	
(under 8 hours)	8.00	per course
Summer Term	8.00	per course
Transcripts	1.00	
RESIDENCE HALL COST (Per Semester):	650	
Refundable Security Deposit:	50	

Charges may be paid in full or in four installments per semester. If the installment plan is chosen a ten dollar (\$10.00) administrative charge will be assessed and the following schedule will be observed:

Fall Semester		Spring Semester	
August 1	\$165.00	January 1	\$165.00
September 15	\$165.00	February 15	\$165.00
October 15	\$165.00	March 15	\$165.00
November 15	\$165.00	April 15	\$165.00

GENERAL INFORMATION

(See detailed explanations below).

Application for Admission: A non-refundable application fee of \$5.00 is charged for processing applications for admission. The payment of this fee should be mailed with the application.

Applied Music: For one 30-minute lesson per week in applied music, the usual fee is \$45.00 per credit hour.

Art Materials: This fee provides for materials such as clay, glazes, waxes, solder, and other similar items necessary for the course projects. Other materials are required to be purchased by students such as paper, brushes, water colors, or oils.

Change of Class Schedule: Students are charged \$2.00 for each class change made after classes begin (refer to College calendar). Students registered for 8 or more credit hours before and after the change in schedule will pay only the \$2.00 fee. Those changing from 7 or less hours to 8 or more hours must pay the full incidental and textbook fees and the \$2.00 change fee. Those who are registered for 8 or more hours and change to 7 or less hours during the change-of-registration week will receive a refund and will be charged by the credit hour.

Commencement: Candidates for the Associate or Baccalaureate degrees are charged a \$15.00 commencement fee. This covers the cost of the diploma, cap and gown, and other commencement activities. The fee is subject to refund only when the candidate fails to qualify for graduation.

Evening Session: Students enrolled in evening classes for regular college credit courses, applicable toward an Associate or Baccalaureate Degree, are subject to the same fees, rules and regulations of the Day Session. Special fees are announced in the Evening Session Bulletin for classes not applicable to an Associate or Baccalaureate Degree.

Laboratory Breakage and Materials: There are no charges for the use of equipment in laboratories. The student will be expected to pay for excessive breakage or loss of equipment due to negligence on the part of the student. A fair actual value of the loss will be determined by school officials. Students will pay for materials used in individual projects. (Example: automotive parts.) Students enrolled in chemistry are required to purchase a \$10.00 laboratory breakage card which may be redeemed for this full amount at the end of the semester, providing there has been no breakage or loss on the part of the student.

Late Registration: A late registration fee of \$10 is charged full-time students who register after classwork begins. Five dollars is charged part-time students. This fee is not refundable.

Miscellaneous Fees: Occasionally a fee is charged for classroom materials, such as subscriptions to a periodical, line charges for bowling in physical education, film developing in photo-journalism, or purchase of paperback books in addition to the textbook rental.

GENERAL INFORMATION

Student Activity: This charge is to support activities of the student Senate and the College Union Board.

Also available at the Business Office for a fee is an activity card for part-time students or for spouses of students. This card will allow admittance to most sports, theatre, and music events of the College.

Summer Session: Rules and regulations which govern admission to the first and second semester during the regular school year shall also apply to the Summer Session.

Textbook Rental and Instructional Services: Students enrolled during a semester in eight or more credit hours pay a \$20.00 non-refundable textbook rental fee (includes normal laboratory fees and cost of service on instructional equipment) and a \$20.00 textbook deposit. Students enrolled in less than eight credit hours during any semester pay a \$4.00 deposit and a \$4.00 rental for each course in which they are enrolled. The deposit is refunded when the student has returned all books, materials, and equipment in satisfactory condition. (Books may be purchased at the end of the term for full retail price less an allowance for rental charges paid by the student.)

Transcripts. Each student is entitled to two official transcripts without charge. There is a charge of \$1.00 for each additional copy. Payment must accompany the request for each transcript.

REFUND POLICY (Except for Residence Hall Charges)

Students enrolled in the fall and spring semesters who drop out of the College before the sixth week of the semester are entitled to a partial refund of refundable fees. Refunds for partial drops will be computed using the same percentages. The refund must be claimed during the term for which the refund applies. The refund will be computed as of the date the Registrar receives the withdrawal form completely and correctly executed.

The refund schedule is as follows:

Within the first and second weeks	80 percent refund
From the third thru the fifth week	50 percent refund
After the fifth week	No refund

Refunds for the summer semester are as follows:

Within the first week	80 percent refund
From the second thru the third weeks	50 percent refund
After the third week	No refund

If the student has paid his college costs and there is a refund, these monies will be refunded directly to the student after all charges have been applied to his account. However, if the college costs have been paid partially or fully by financial aid (scholarship, grant or loan) or another source (i.e. Vocational Rehab), the refund will be returned to that financial aid or source up to 100% of the original aid amount. After restoring the financial aids or other source of its original amount, any excess of refund monies will be returned to the student.

GENERAL INFORMATION

Students who feel that individual circumstances warrant exceptions from this policy may appeal in writing to the Vice President for Business Affairs. This appeal must be made during the term for which the refund applies.



STUDENT SERVICES

G. Dolence, Carnahan, Miner, Winters, Karst, Hartley, Frazier, S. Beard, Lay

Residence Life On Campus Residency Requirements

"All freshmen and sophomore men and women are required to live in the Missouri Southern State College Residence Halls to the extent available, unless they are married, live with their parents, live with a relative (by blood or by marriage), or are excused by the Dean of Students".

Residence facilities are available on campus for over 500 full-time students at Missouri Southern State College.

Each room has twin beds, closets, desks and desk chairs. Coin operated laundry facilities are available in the Halls. Private telephones may be installed in each room with the occupants assuming responsibility for the installation charges plus the monthly telephone bill.

The residence halls are staffed by two full-time professional Head Residents and seventeen para-professional Staff Assistants.

An application and contract accompanied by a \$50 security deposit fee is required for reservation in a College Residence Hall. This is a combined contract for room and meals. The \$50 security deposit is forfeited if the contract is cancelled after July 31 for the fall term, or in case of new students, after December 31 for the spring term. The College retains the \$50 as a security deposit as long as the student is in residence and this deposit is not applicable to the housing account. The deposit will be refunded upon termination of the contract if all terms of the contract are fulfilled.

This contract is effective for the entire academic year (fall and spring semesters); or is effective for the remaining portion of the academic year when entered into after the beginning of the fall term.

A student may request cancellation of the contract at the end of a term because of completion of graduation requirements or if an emergency beyond his control necessitates his withdrawal from school. If this request is filed with the Housing Director at least before the end of the term, and if approved, the deposit may be refunded unless there is a damage charge, outstanding account, or other violation of the contract. Students should refer to contract for detailed terms.

The College reserves all rights in connection with room assignments which are made in the order in which applications are received. Students' preferences are considered, but there can be no guarantee that assignments will be made in accordance with the preferences.

The residence halls and food services are operated on a non-profit basis by the College, and the established rates are subject to change by action of the Board of Regents. Twenty meals are served each week.

Residence hall rooms may not be occupied by students earlier than 36 hours before they are required by the College to be in attendance. Students are to vacate rooms when the term officially closes.

Reservations in residence halls are not held beyond 36 hours after the student is required to be on campus unless special arrangements have been made with the Housing Director.

The College is not responsible for the loss of, or damage to, any personal property of students. Parents should arrange for insurance coverage of personal property within the framework of their regular household policies.

The Leon C. Billingsly Student Center

The Center continues to be the gathering point for leisure time, recreation, and realization. Not just commuter and resident students, but also faculty, staff, and the entire College community are served by the Center.

As the "living room" of MSSC, the Center provides services, programs, and conveniences the members of the College community need in their daily routine.

Located on the lower level are offices for the Student Center, Student Activities, Counseling, Campus Activities (College Union) Board, Student Senate, Crossroads, the College Bookstore, game area, and the Lion's Den (Snack Bar). The second level contains the Cafeteria, Lounge, Placement, Food Service, Alumni, Foundation, and Student Services Offices.

Various meeting rooms, special dining facilities, and two large ballrooms are available on the third floor.

Student Activities Office

Opportunities for participating in a wide variety of out-of-class activities are provided at Missouri Southern State College. Students are encouraged to investigate the wide choice of activities.

Various types of student activities permit different kinds of learning and exposure. Some activities primarily involve peer relationships; others involve para-professional relationships within the college structure.

The Student Activities office assists students in the development of leadership characteristics and human relation skills through group activities. By encouraging group activities, the office of Student Activities emphasizes the development of responsibility on the part of the individual student.

Through student activities, a student becomes acquainted with issues which involve professional, political, financial, ethical, and moral concepts. Specifically, students are involved in developing a life-style.

Student Center (Campus Activities) Board

The CAB is a service organization comprised of students who plan social, educational, and recreation activities. The CAB is funded from student activity fees and has the responsibility of programming varied and interesting activities for all students.

The CAB Executive Board is comprised of eleven students and two advisors. Students who serve represent each of the 8 committees which comprise the CAB. The committees are concerts, coffeehouses, mini-concerts, films, cultural events, dance, speakers, special events and trips.

Interested students may apply through the Office of Student Activities.

Counseling Center

The Personal Counseling Center is located on the first floor of the Billingsly Student Center in the #117 office complex. The basic function of this office is to provide individual personal counseling, professional testing and assessment. The Personal Counseling Center effectively separates personal counseling from typical counseling/advisement functions.

The Center, in its functioning, seeks to assist students in their adjustment to the society in which they live. A full range of services is offered that may assist in this process. The center offers individual counseling for personal concerns, psychometrics to aid in identifying etiological difficulties and referral services should they be required.

Confidential Counseling is, therefore, offered to students of M.S.S.C. in reconciling academic, vocational and personal decisions that are related to the realization of their potentialities.

STUDENT SERVICES

Student Health Center

A Student Health Center is available and is staffed with a full-time registered nurse and the services of a physician are available upon call. This new facility was designed with the latest health techniques in mind.

The out-patient clinic hours are from 8:00 a.m. to 4:00 p.m., Monday through Friday during the regular school year. No charge will be made for service during these hours but students are expected to pay for prescriptions, medications, diagnostic tests, ambulance service or minor surgery, except where covered by any insurance the student or his family may have. The College reserves the right to adjust benefits to the students within the limits of the funds made available for the health services through incidental fees paid by students.

Student Insurance

A voluntary accident and sickness insurance plan for students in Missouri Southern State College is available. It is designed as a supplement to the health services already offered to all full-time students through the Health Center. This voluntary insurance program also covers emergencies and provides further protection while the student is away from the campus on weekends or on vacation, including the summer months.

Placement Services

The Placement Office, usually associated with the task of matching people and jobs, offers an equally important service through career counseling, aiding students in clarifying their education and vocational objectives. An understanding on the part of the student of his interests, aptitudes, limitations, etc. and a knowledge of the world of work makes matching an individual's qualifications with a job much easier and certainly more gratifying to all parties concerned. Students are invited to use career counseling and placement services early in their pursuit of a formal education.

Although Missouri Southern State College is considered to maintain centralized placement services, the Placement Officer coordinates the functions of his office with other guidance and counseling services available to students on campus. The services more specifically related to finding employment are centered in the Placement Office.

A collection of information folders supplied by major business establishments, industries, governmental agencies and educational institutions are made readily accessible in the Placement Office Library. A record of current information on job opportunities and announcements of on-campus interviews is either posted on bulletin boards or bound in notebook form for student use. Students are invited to visit the Placement Office regularly.

Candidates for graduation must register with the Placement Office. Registration involves answers only to several basic questions. Since employers usually request credentials of a potential employee before making final judgment on their selection, most graduates will want to develop a set of credentials for the Placement Office files. The Placement Office personnel provide assistance in the development of credentials. Credentials are retained in the Placement Office files indefinitely and may be updated, declared inactive or activated only by the student upon written request.

Student Senate—The responsibility for student government rests not only with the student officers and student boards and committees but also with each member of the student body. The growth and development of Missouri Southern State College student government will be proportionate to the participation by the students.

STUDENT SERVICES

The Student Senate serves as the governing body for students and acts as an intermediary between the faculty and student body. Members of the Student Senate gain experience in the functions of a student government and strive to promote the objectives of the Student Body Constitution.

The membership of the Student Senate consists of the Student Body Executive Officers, the officers from each class, and a number of senators representing each class. The student body executive officers for the summer cabinet for the following year are elected late each spring. The class officers and student senators are elected early each fall. Interested students petition and campaign for office.

Intercollegiate Athletics

Missouri Southern State College is a member of the Central State Intercollegiate Conference. The conference includes intercollegiate competition for both men and women. To be eligible for participation, students must meet the requirements of the National Association of Intercollegiate Athletics, Association of Intercollegiate Athletics for Women, and Central State Intercollegiate Conference. The conference is composed of schools in Nebraska, Kansas, and Missouri. The college competes on the intercollegiate level in football, basketball, volleyball, softball, baseball, soccer, track, golf, and tennis.

STUDENT ORGANIZATIONS

The College encourages student organizations which provide for the professional, social, academic, divisional, religious, political, or service interest of the students. New organizations may be established when approved by the Student Government and the College Administration.

STUDENT GOVERNMENT

- College Activities Board
- Student Senate

HONOR GROUPS

- Alpha Psi Omega (Dramatics)
- Pi Gamma Mu (Social Sciences)
- Pi Kappa Delta (Speech)
- Pi Omega Pi (Business Teachers)
- Psi Chi (Psychology)

CLASSES

- Senior Class
- Junior Class
- Sophomore Class
- Freshman Class

DEPARTMENTAL GROUPS

- Beta Beta Beta (Biology)
- Chi Epsilon Phi (Chemistry, Physics, Engineering)
- College Players (Theatre)
- Computer Science League
- Future Secretaries of America
- Industrial Technology Club
- Kappa Mu Epsilon (Math)
- Lambda Alpha Epsilon (Law enforcement)
- Lambda Epsilon Chi (Pre-law)
- Letterman's Club (Athletics)

- Modern Language Club
- MSSC Jr. Chapter-American Dental Hygienists Association
- MSSC Engineers Club
- MSSC Music Educators National Conference
- MSSC Student Art League
- MSSC Student Chapter of Council for Exceptional Children
- MSSC Student Nurses Association - 7th District
- MSSEA (Missouri Southern Student Education Association)
- Omicron Delta Epsilon (Economics)
- Pershing Rifles (ROTC)
- Psychology Club
- Sigma Tau Delta (English)
- Society for the Advancement of Management

RELIGIOUS ORGANIZATIONS

- Baptist Student Union
- Chi Alpha
- Ecumenical Campus Ministry
- Fellowship of Christian Athletes
- Koinonia (Christian Campus Ministry)
- Newman Community at MSSC (Catholics)

STUDENT SERVICES

GENERAL & SERVICE ORGANIZATIONS

Afro-American Society
Chess Club
Cheerleaders
Circle K Club
Council on International Relations
United Nations Affairs
(Ciruna)
Residence Hall Association
Young Republicans Club

SOCIAL FRATERNITIES

Kappa Alpha (Delta Pi Chapter)
Sigma Nu

SOCIAL SORORITIES

Delta Gamma
Lambda Beta Phi
MSSC Panhellenic Association
Zeta Tau Alpha



ACADEMIC SERVICES

Mouser, M. Dolence, Freeman, Gilbert,
Gladden, Humphrey, McLean, Vermillion, Weis

This division coordinates several mutually supporting areas: Admissions, Financial Aid, Advising and Testing, and Academic Development. Its goal is to provide access and support to students who are attending, or students who might attend our institution.

Office of Academic Development

The academic development program is to provide an opportunity for marginally prepared students to earn a college degree. Working originally with recent high school graduates, the program will expand to include others who have not been a usual part of the college scene. Functions of the program include assisting with selection, scheduling, advising, tutoring, etc.

Office of Non-Traditional Students

The returning adult learner to the college campus has, and will continue to be, a very viable part of higher education. Programs designed to meet the unique needs of these students are being developed. These programs include Orientation workshops, student organizations, and outreach programs, as well as the availability of individual counseling and advising services. Additional services will be made available as the needs of the returning students are identified.

FINANCIAL AID

General Information

Missouri Southern State College participates in a variety of programs for student assistance. These funds are from all levels: private, institutional, state, and federal, which are coordinated to meet the individual student needs.

The Basic Educational Opportunity Grant is considered the "Floor Plan" of the federal assistance programs. All students applying for aid should file the American College Testing Program Family Financial Statement which is part of the Multipal Data Entry System. When a student pays the appropriate fee, releases the information to all agencies, and completes the enclosed institutional application he is applying for the Basic Grant, Missouri Grant, and the campus based aid programs. There are various programs that are not based on financial need such as, Guaranteed Student Loans, Student Employment, Social Security, and Veterans benefits. Scholarships are awarded to students who meet the appropriate criteria. All programs and awards are coordinated with the Basic Grant to meet the students needs. These funds are awarded without regard to race, creed, national origin, sex, color, or handicap.

Veterans

All courses listed in the Missouri State College Catalog are approved for benefits administered through the Veterans Administration under Section 1775, Title 38, U.S. Code, Veterans or dependents wishing to apply for Veterans benefits should contact the Veteran Affairs Office for assistance.

ACADEMIC SERVICES

RESPONSIBILITY AS A FINANCIAL AID RECIPIENT

All students receiving financial aid at Missouri Southern State College must meet the criteria of that specific scholarship or award. In addition, all students must meet the academic progress policy as stated below. If you fail to meet these standards of academic progress, you will not be eligible to receive aid.

If you start the semester
and received aid based on

You must complete these hours
and earn a minimum G.P.A.*

12 or more hours
9 - 11 hours
6 - 8 hours

6 hours
4 hours
3 hours

Students carrying less than six (6) hours are not eligible for aid.

*Student's cumulative grade point average (G.P.A.) is used to evaluate his progress. Progress toward a degree is computed on the following grade point average:

1	-17 semester hours	1.5
18	-33 semester hours	1.6
34	-46 semester hours	1.75
47	-62 semester hours	1.8
63	-77 semester hours	1.85
78	-93 semester hours	1.9
94	-107 semester hours	1.95
108	-and above	2.0

The Financial Aids Office will notify all aid recipients who fall below the academic progress policy. If the student falls below the required G.P.A., he should contact the Director of Financial Aid who will review his file. After the review, the student will be notified of his status by the Director of Financial Aid. If the student desires to appeal, he will have opportunity to put in writing and special circumstances that the Financial Aid Committee should know in determining whether or not any aid should be awarded.

The Financial Aid Committee will review the student's records, along with any written comments submitted by the student, and notify the student if aid will be awarded for the following semester. If aid is offered, the student will be notified of any requirements to be met in order to remain eligible. If no aid is offered, the student will be notified of the steps to be taken before additional aid can be considered.

TYPES OF ASSISTANCE

GRANTS:

Basic Educational Opportunity Grant (BEOG)
Missouri Grant
Supplemental Educational Opportunity Grants (SEOG)
Law Enforcement Grants (LEEP)
Nursing

ELIGIBILITY

Need
Need
Need
Need
Need

WORK:

College Work Study Program (CWSP)
Student Help Employment

Need
All Students

LOANS:

National Direct Student Loans (NDSL)
Nursing Loans
Law Enforcement Loan (LEEP)
Guaranteed Student Loans (GSL)
Short-Term Loans (STTL)

Need
Need
Need
All Students
All Students

ACADEMIC SERVICES

SCHOLARSHIPS:

President	The Scholarships are awarded to the first and second ranking students in each accredited high school in the college's service area.
Regents	The Scholarships are awarded to high school graduates who achieve a 23 composite score on the ACT taken during a regular scheduled National Test Date.
Performing Award	All Students
Patrons	All Students

The following scholarships have been made available by interested individuals, service organizations, business firms, industries, and local civic organizations.

PATRON SCHOLARSHIPS

Donors	Number of Scholarships	Value Of Each Scholarship
AAUW-Dorothes Hoover Memorial	1	\$400
Alpha Delta Kappa, Upsilon Chapter	1	\$300
American Nurses Association, 5th District	1	\$ 50
Anonymous No. 1	5	\$200
Anonymous No. 2	4	\$200
Anonymous No. 3	1	\$220
Anonymous No. 6	1	\$200
Anonymous No. 8	1	\$250
Bill Arkle Insurance Agency	1	\$100
Bank of Carthage	1	\$200
Russell Belden Memorial	4	\$200
Alberta Bennett Memorial	1	\$200
Raymond F.&Freda E. Boehning Memorial	3	\$300
Bob Chaplin Memorial	1	\$200
Francisco A. Colon Memorial	1	\$ 80
Commerce Bank of Joplin	1	\$200
Frank Croddy Memorial	1	\$100
Dickinson Foundation	5	\$200
Edna Drummond Memorial	10	\$300
Dr. Lloyd Dryer	1	\$100
Larry Dunham Memorial	1	\$200
Ruth Eggerman Memorial	1	\$100
Empire District Electric Company	10	\$400
Engineering-Math-Physical Science	2	\$350
First Community Bancorporation	5	\$400
Forty and Eight	1	\$100
Freeman Hospital Auxiliary Nursing Award	1	\$630
Mr. & Mrs. Harry Gockel	1	\$200
Charles A. Green Memorial	1	\$100
Joe Harding Supply Company	1	\$200
Harlan-Mosler Memorial	1	\$100
Harrison G. Harper Memorial	2	\$400
Hercules Incorporated	2	\$250
Henry Hornsby Memorial	2	\$300
Mrs. Dorothes Hoover Memorial	4	\$200
Mr. & Mrs. Fred Hughes	2	\$250
C.C. Ivie Memorial	1	\$100

ACADEMIC SERVICES

Jasper County Medical Society	2	\$200
Jasper County Medical Society Auxiliary	2	\$300
Delbert Johnson Memorial	1	\$100
Linda Johnson Memorial	1	\$100
Mr. & Mrs. Alton Jones	2	\$400
Joplin Area Association of Retarded Citizens	4	\$200
Joplin Board of Realtors	2	\$200
Joplin Business & Professional Women's Club	2	\$220
Joplin Centennial Scholarship	1	\$350
Joplin Downtown Lions Club	1	\$400
Joplin Educators Association	1	\$300
Joplin Exchange Club	1	\$100
Joplin Federal Savings & Loan Association	1	\$400
Joplin Kiwanis Scholarship	3	\$200
Joplin Rangeline Lions Club	1	\$240
Joplin Rotary Club	6	\$200
Nat'l. Assoc. of Accountants	1	\$400
Joplin Truck Sales, Inc.	1	\$250
KOAM-TV	1	\$300
KODE-TV	1	\$400
KQYX-KSYN	1	\$210
Dr. J.R. Kuhn, Jr.	2	\$200
Arthur Kungle, Sr.	6	\$350
Harry H. Landreth Memorial	1	\$440
Jack F. Mc Cracken Memorial	1	\$300
Men of Briarbrook	1	\$400
Merchants & Miners Bank-Webb City	1	\$200
Mid-Western Machinery Company	3	\$220
MSSC Math & Science Award	1	\$300
MSSC's Small Business Institute	6	\$100
MSSC Women's Club	1	\$500
Martha Brown Mote Memorial	1	\$200
Samual L. Murto Memorial	1	\$225
Carol Newton Memorial	1	\$400
Florence Nightingale	1	\$440
Ralph Nolan Memorial	1	\$200
Northpark Lions Club	2	\$100
Hass Olliver Memorial	1	\$179
Ozark Chapter-Nat'l. Secretaries Association	2	\$ 50
Mr. & Mrs. B.L. Parker	1	\$250
Edward S. Phinney Memorial	1	\$350
Pilot Club of Joplin	1	\$540
Tricia Nicole Rainey Memorial	1	\$250
Anna Marie Redden Memorial	1	\$230
L.R. Reynolds, Jr. Memorial	1	\$480
Rho Eta No. 185 of Joplin	1	\$100
Frances Richardson Memorial	1	\$ 50
Robertson & Robertson	1	\$200
Dr. Georg Schaefer	1	\$400
7th District Mo. Federation of Women's Club	1	\$200
William H. Sisk Memorial	1	\$440
Soroptimist Club of Carthage	1	\$400
Soroptimist Club of Joplin	1	\$440
Southern Missouri Distributors, Inc.	2	\$200
George A. Spiva Memorial	1	\$500
Harry Spradling Memorial	1	\$200
St. John's Medical Center Auxiliary	1	\$460

ACADEMIC SERVICES

Dan L. Stanley Memorial	1	\$200
Vera Steining Memorial	1	\$200
Dorothy Stephenson Memorial	5	\$200
Student National Education Association		\$100
Thomas E. Taylor Memorial	1	\$100
Teledyne Neosho	1	\$250
Dr. A. Paul Thompson Memorial	1	\$200
Tri-State Interior System, Inc.	1	\$220
United Missouri Bank of Carthage	1	\$400
United Missouri Bank of Joplin	1	\$300
Art Wadlins Scholarship Golf	6	\$440
Agnes L. Warnert Memorial	1	\$300
Dennis Weaver	2	\$270
Webb City-Carl Junction Rotary	2	\$200
Christine Webster Memorial	1	\$100
Thelma & Jerry Wells	1	\$350
Western Jasper County Health Association	2	\$200
Erma H. Whitaker Memorial	1	\$200
Dr. & Mrs. John Windle	1	\$220

How to Apply for Financial Aid

1. All students should complete the American College Testing Program Family Financial Statement which is a part of the Multiple Data Entry System. The Family Financial Statement will generate a Basic Grant, Missouri Grant, and a comprehensive financial aid report.
2. Applicants should bring or mail all three copies of the Basic Grant Student Eligibility Report to the Financial Aid Office as soon as they receive the document.
3. If the student is applying for work, loans, or other grants, they should complete the institutional application which is enclosed in the Family Financial Statement and return it directly to the Financial Aid Office. As soon as all three documents are on file, an award will be made to the student.
4. Applicants for scholarships should complete the application enclosed in the ACT packet and return it to the Financial Aid Office prior to April 1.
5. Applicants for special programs should contact the Financial Aid Office directly so as to receive proper instructions.
6. Applicants for financial aid must have completed the appropriate application well in advance of each semester's registration and have them on file in the Financial Aid Office so a financial aid package can be computed.

For further information regarding financial aid, contact:

Office of Financial Aid
Missouri Southern State College
Newman and Duquesne Roads
Joplin, Mo. 64801
(417) 624-8100

SPECIAL AWARDS AND PROGRAMS

SPECIAL AWARDS

Edward S. Phinney Memorial Scholarships: This memorial scholarship has been established to honor the late Dr. Edward S. Phinney, Vice President for Academic Affairs. Dr. Phinney was Dean of the College from 1967 to 1973. The scholarship will be given each year to a student who has achieved academic excellence while attending Missouri Southern State College.

Edna C. Drummond Memorial Scholarship: The intent of this scholarship is to give appropriate recognition for academic excellence and for the purpose of assisting students in the science department. The number of scholarships awarded each year varies. Miss Drummond was a former instructor of Joplin Junior College from 1938 to 1955.

Spencer F. Bartlett Respect Award: The intent of this award is to give special recognition to a graduating male and female student who has the greatest respect for God, U.S. of America, and has maintained average grades or better while attending Missouri Southern State College. The amount of the award varies each year.

SHORT TERM LOANS

Students presently enrolled full time, or who have been accepted for admission, may apply for short term loans to assist with tuition and fees. The amount of the loan may not exceed 50% of the students tuition and fees. Applications for short-term loans should be submitted to the Financial Aids Office a minimum of two weeks prior to the date of registration. All loans are due by the fifth week of the semester (fourth week of the summer term). All qualified applicants for short-term loans will be considered without regard to race, color, creed, sex, national origin, or handicap.

Small, Short-Term Loans

- * David Pearl B' nai B' rith Loan Fund
This fund was established in memory of David Pearl, a member of the above fraternal organization.
- * Mitchell Loan Fund
This fund was established in memory of Thomas Mitchell.
- * Joplin Business and Professional Women's Club Loan Fund
This fund was established to assist students in need.
- * Arnold E. Irwin Loan Fund
This fund was established to assist students in need.
- * Arnold E. Irwin Loan Fund
This fund was established in memory of Mr. Irwin who was a faculty member of Joplin Junior College
- * Patricia Smith Memorial Loan Fund
This loan fund was established in 1969 in memory of a former Missouri Southern State College student by the Joplin Exchange Club and friends.
- * Pauline M. Graham Loan Fund
This loan fund was established by the Missouri Chapter of Alpha Delta Kappa in 1978 in honor of Mrs. Pauline Martin Graham, a Joplin educator for 27 years.
- * Edna F. Gaither Memorial Fund
This fund was established in memory of Edna F. Gaither who was a teacher in the Joplin schools system for 50 years.

ACADEMIC SERVICES

- * Joplin Life Member Club Telephone Pioneers Loan Fund
This fund was established to assist students who need financial assistance for the academic year.
- * Joplin Rangeline Lions Club Emergency Loan Fund
This fund was established to help students who have an emergency. These funds are available immediately and were provided by the Lions Club so that the problems of finance would not be a part of the student's emergency.
- * Dan Howard Memorial Fund
This fund was established to assist students in need who are studying in the fields of Nursing, Pharmacy, Optometry, and Medicine.
ROTC Scholarship
Bureau of Indian Affairs (BIA)
Social Security
Vocational Rehabilitation
Veteran Administration Benefits

Academic Advising Center

The Academic Advising Center is located in the Academic Services complex on the first floor of Hearnes Hall. Most services are available to area students without cost.

Assistance is offered the student in dealing with academic and vocational decisions which may help the student to realize his or her potential. A library of graduate catalogs is available. Vocational, interest, and aptitude tests are available without charge to the students of the college.

Information and/or registration forms are available for many national tests. (i.e. Graduate Record Examination (GRE), Medical College Admission Test (MCAT), Graduate Management Admission Test (GMAT).

The Center serves as a national center for the College Level Examination Program, (CLEP). Information and registration for college credit by examination is available from the center.



ACADEMIC REGULATIONS

ADMISSION AND EVALUATION OF TRANSFER CREDITS

1. Admission Direct from High School.

A. Residents of Missouri. Any resident of Missouri who, (a), is a graduate of an accredited high school, (b) has participated in the American College Testing Program, (c) pays a \$5 non-refundable application fee, is eligible for admission to Missouri Southern State College.

B. Non-Residents of Missouri.

A non-resident of Missouri in order to be eligible for admission to study as a first time freshman, (a) must be a graduate of a high school accredited by the Regional Association or by an appropriate accrediting agency of his home state, (b) must have participated in the American College Testing Program, (c) have a composite score of 15 on the American College Test, or must rank scholastically among the upper two-thirds of the members of his graduating class, (d) must pay a \$5 non-refundable application fee.

2. Admission as a Transfer Student.

Students transferring from another collegiate institution, (a) must have official transcripts sent to the Director of Admissions by the Registrar from each institution attended, (b) must be eligible to return to their last institution, and (c) must pay a \$5 non-refundable application fee. Students seeking admission from other colleges with 55 transfer credit hours or more, must present a minimum C (2.0 on A = 4) average.

Transfer students must also take the senior year or 30 out of the final 36 hours in residence at Missouri Southern State College.

3. Special Admission

There are two types of students who are admitted to the College who do

not possess the regular admission requirements:

Temporary. In some instances, students may desire to enroll for a limited amount of credit without submitting transcripts of previous academic work. This may be done with the following contingencies:

- a. No more than 15 semester hours of credit may be earned in this manner.
- b. Credits earned while enrolled as a temporary student may not be counted toward a degree or certificate unless the student changes his status.
- c. Work beyond 15 semester hours will not be permitted until such time as all credentials are filed for regular admission.

Special. A Missouri resident, 21 years of age or over, who has not graduated from high school may be admitted on a probational basis. A student admitted under this regulation must make a "C" average over his first semester's work to be eligible to return for the second semester. Upon successful completion of 30 semester hours, a student's status will change from "special" to "regular."

4. International Students.

Students not citizens of the United States, who wish to apply for admission, should write the Director of Admissions, Missouri Southern State College, for the proper application forms and instructions. Three basic concerns apply to international student applications: (a) Academic competency; (2) Ability to read and speak the English Language adequately for college level study; and (3) Ability to finance the cost of education at Missouri Southern State College. All applicants from non-English speaking countries must pass the Test of English as a Foreign Language.

5. Credentials Required for Admission

Students with no college experience are required to furnish credentials as follows for admission to the freshman class:

A. High School Transcript. An official transcript of high school credits showing that he has met requirements for graduation.

B. Application. The application for admission must be completed one week before the first day of registration (see college calendar).

This includes all credentials required by the admissions office.

C. Application Fee. A fee of \$5 with the application for admission. (This fee is non-refundable and non-applicable to other college fees.)

D. Missouri Southern State College will require additional credentials from students whose application credentials raise questions about their acceptability into the student body. While the college makes every effort to give each applicant an opportunity for a college education, it reserves the right to deny admission when the College's ability to meet the need of the student and/or the welfare of the student body are in question.

E. Students who do not attend Missouri Southern State College within one year after making application, must submit new credentials when seeking admission again.

F. Admission to Missouri Southern State College does not automatically confer admission to the nursing program, radiologic technology, dental hygiene, etc. In addition to meeting the admission requirements for the College, candidates who are interested in these health career programs are required to apply for admission to the department. Application forms may be obtained from the Department of Nursing Office, Kuhn Hall, the Radiology Department of St. John's Medical Center or the Dental Hygiene Department Office. Applications should be submitted prior to

March 1, preceding the Fall Semester during which you wish to enter. Each application is reviewed by the Admission Committee of the respective department. See nursing department page 147, dental hygiene department page 100, or radiologic technology under affiliated programs for full information on admission and acceptance criteria.

G. Veterans who plan to attend under the G.I. Bill of Rights or Veteran's Orphans Act must present a certificate of eligibility at the time of registration.

Students transferring from other colleges must present the regular credentials listed above for freshman plus official college transcripts and statements of honorable dismissal from each institution attended after high school graduation.

Former Missouri Southern State College, Junior College of Jasper County, and Joplin Junior College students must inform the Office of Admissions of their intention to return. When necessary, these students will be required to update their credentials.

6. Placement Tests.

Missouri Southern State College participates in the American College Testing Program. Scores from this test battery must be presented, within three years from the time the test was taken, as an admission credential. These tests are administered at Nationally approved test centers five times a year. Missouri Southern State College is a test center.

7. Resident Credits from Institutions of Equal Standing with Missouri Southern State College.

Credits transferred from accredited colleges will be given full value in similar courses whenever possible. The amount of credit given for courses studied in other institutions may not exceed the amount given at Missouri Southern for the same length of time of instruction. Students may not transfer credits to satisfy

ACADEMIC REGULATIONS

more than one-half the major course requirements for a department unless he has the approval of the Vice President for Academic Affairs.

8. Transfer of Resident Credits from a Junior College.

Credits will be accepted by transfer from a junior college to meet lower division requirements only. This means that students will not receive credit by transfer from a junior college for more than 64 hours. A minimum of 60 semester hours must be earned in a senior college. Upper division courses carrying a grade of D will not be accepted for credit at Missouri Southern State College. Transfer students must also take the senior year or 30 out of the final 36 hours in residence at Missouri Southern State College.

9. Advanced Standing Examination.

A student whose travel, employment, extensive readings or other unique educational experiences appear to have given him proficiency in a course required in his curriculum equivalent to that ordinarily attained by those taking the course in regular class, may be granted permission to take an advanced standing examination. This examination may be a subject matter test of the College Level Examination Program (CLEP) or a comprehensive test designed by the department to cover the subject more fully than a regular final examination. In addition to having the above qualifications, a student in order to receive credit for an advanced examination must:

- A. Be enrolled in college at the time of the examination;
- B. Not have taken an examination over the course within the preceding six months;
- C. Not have credit in a more advanced course in the same field;
- D. Be working toward a degree at Missouri Southern State College;

E. Have the approval of the head of the department in which the course is offered.

After a student has taken a departmental examination, the professor will transmit the grade to the Vice President for Academic Affairs Office. If performance is equated as a "C" grade, the Registrar will record the credit.

Students may initiate an examination in the CLEP Program by contacting the Director of Testing and Guidance. A student may initiate a departmental test with the head of the department.

After the student has taken the CLEP Examination, the test will be graded in Princeton, New Jersey. Scores will be sent to both the Vice President for Academic Affairs and the student. If performance is equated as a "C" grade, the Registrar will record the credit.

Missouri Southern State College participates in the CLEP General Education Program. Entering freshmen who have delayed college entrance by as many as three years since high school graduation may take the CLEP General Examination.

Three to six hours may be awarded in each of the five test areas. Credit will be granted only if the score is 500 or above on the mathematics, humanities, natural sciences, and social sciences and history. A score of 610 will be required on the English examination.

11. Validation Examinations.

A student who has earned credit in a course which Missouri Southern State College refuses to accept because of the method in which the course was taken, or because the institution at which the course was taken was not accredited, may apply for a validation examination. In order to qualify for a validation examination a student must:

- A. Be enrolled in college at the time he takes the examination;

ACADEMIC REGULATIONS

B. Present the necessary evidence to prove that he has taken the course;

C. Get approval from the Registrar, the School Dean and the Head of the Department in which the course is offered to take the examination;

D. To initiate the proceedings within the first eight weeks after entering college.

The student initiates his request for examination at the Registrar's Office. The School Dean and the Department Head will appoint a professor to construct, administer, and evaluate the examination. The result is re-

ported to the Registrar who records the grade if it is "C" or above.

GENERAL REQUIREMENTS FOR GRADUATION

12. Catalog Used as a Basis for Degree Requirements.

A candidate for a degree may use as a basis for degree requirements the general catalog issued for any year following the date of his first registration in the college, so long as it is not more than five years prior to the date the degree is to be conferred. The candidate must have been in residence during the year of the catalog selected. The degree requirements in this catalog, 1981-83, become effective June 1, 1981.

13. Degrees.

Major	BA	BS	BSBA	BSED	*BGS	Other
Accounting			X			Associate
Art	X			X		
Automotive Technology						Associate
Biology		X		X		
Communications	X					
General Business			X	X		Associate
Chemistry	X	X		X		
Computer Science						Associate
Criminal Justice Administration		X				
Data Processing						Certificate
Dental Assisting						Certificate
Dental Hygiene						Associate
Drafting & Design						Associate
Economics & Finance			X			
Elementary Education				X		
English	X			X		
Environmental Health		X				Associate
History	X					
Industrial Arts Education				X		
Law Enforcement						Associate
Machine Technology						Associate
Management Technology		X				
Marketing & Management			X			
Mathematics		X		X		
Medical Technology		X				
Music	X			X		
Nursing						Associate
Office Administration						Associate
Physical Education				X		

ACADEMIC REGULATIONS

Physical Science			X	
Physics		X	X	
Political Science	X			
Pre-Agriculture				Associate
Pre-Dentistry				Associate
Pre-Engineering				Associate
Pre-Journalism				Associate
Pre-Medicine				Associate
Pre-Optometry				Associate
Pre-Pharmacy				Associate
Psychology	X	X		
Psychology-Special Education			X	
Radiologic Technology				Associate
Secretarial Science				Certificate
Social Science			X	
Sociology	X	X		
Spanish	X		X	
Speech & Theatre	X		X	
Speech	X			
Theatre	X			

*This program is designed for the student who finds that the present degree program (Majors) at the College will not enable him—her to obtain desired educational objectives. The program may or may not prepare a student for a particular occupation or entry into a professional school. Students should see the Registrar for full particulars on the program.

14. Baccalaureate Degrees.

A. Residence—The student must have earned thirty out of the final thirty-six semester hours in residence at Missouri Southern State College. (This regulation does not apply to three-one affiliation programs.)

B. Credit Hours—At least one hundred twenty-four semester hours of college credit applicable to a baccalaureate degree are required to qualify for graduation.

C. Grade Point Average—A 2.0 cumulative grade point average on all credit hours attempted is required. The courses making up the major field of study must also carry a 2.0 or above. See the Department of Education for the special requirements in the Teacher Education Program.

D. Upper-Division Hours—A minimum of forty semester hours in upper division courses (those with

numbers in the 300's and 400's) must be presented to meet the graduation requirements. Reasonable adjustments are made for three-one affiliation programs.

E. Foreign Language—All students expecting to graduate with a Bachelor of Arts degree must successfully complete 10 hours of the same foreign language as a part of his or her graduation requirements.

F. Special Education—All students expecting to graduate with a Bachelor of Science in Education degree must successfully complete 2 hours of Special Education (Educ 302) as a part of his or her graduation requirement.

G. Time of Graduation—A student may complete graduation requirements at the close of any semester. Formal announcement of graduation is made and degrees are con-

ACADEMIC REGULATIONS

ferred at the close of the spring semester. All students completing graduation requirements since the preceding commencement are expected to participate in the commencement activities.

H. Major Field—A minimum of one-half the upper division credit hours must be earned in the major field. The grade point average for courses making up the major must be 2.0 or above. A minimum of 15 semester hours must be taken at Missouri Southern State College.

I. Placement Services—Each degree candidate must register in the Placement Office.

J. Degree Candidacy Application—Each student must make application for degree candidacy when pre-registering for his final semester in the school year in which he is to receive his degree. The application form is available in the office of the Registrar.

K. Educational Methods Course—These courses, including student teaching, are applicable only to the Bachelor of Science in Education degree.

L. Correspondence and Extension Credit—A maximum of twelve semester hours of correspondence

and extension credit may be considered for admission to the degree.

M. General Education Requirements—Missouri Southern State College has a program of General Education that contributes toward the development of the whole person, as an individual and as a member of society.

To accomplish this goal the student pursues a carefully planned and correlated program of courses. The courses selected to fulfill the General Education requirements:

- (1) improve skills of communication and mathematical proficiency;
- (2) give an understanding of leading intellectual ideas of western civilization;
- (3) create an appreciation of our cultural and political heritage;
- (4) emphasize responsibility as a citizen;
- (5) aid in the development of creative and independent thought and expression;
- (6) provide knowledge and understanding of the physical universe;
- (7) develop awareness of the importance of health and physical fitness; and
- (8) afford experiences conducive to the development of strong character and personality.

BACCALAUREATE DEGREE

Area 1. Basic Requirements	Credit Hours Required
✓ A. English Composition (Eng. 101 and 102) (or achievement of the required competency level which can be done in 3 hours (Eng. 111) or as many as 11 hours (Eng. 100, 101, 102))	6
✓ B. Communication (Select one)	3
✓ 100 Speech Techniques	3
131 Voice and Articulation	(3)
302 Business & Professional Speech	(3)
✓ C. Mathematics (110 or above)	3
✓ D. Physical Education:	4
HPER 101 Intro to P.E.	(2)
HPER 160 Personal Health	(2)
Total for Area 1.	16 hours

ACADEMIC REGULATIONS

Area 2. Humanities and Fine Arts

Literature (at any level for which the student is qualified, except Eng. 325)

Credit Hours
Required

3

Select two courses (not in same area of study.)

6

- ✓ Art (3)
- Theatre (3)
- * Foreign Language (6-10)
- ✓ Literature (3)
- Music (3)
- Philosophy (3)

*May be counted as one course only if the student had more than one course in the same Foreign Language.

Ten hours of one foreign language is required of all students graduating with the Bachelor of Arts Degree. See page 54.

The Bachelor of Arts degree students, who must take foreign language as a degree requirement, may apply three hours of foreign language taken beyond the degree requirement toward the humanities and fine arts general education requirements.

Total for Area 2.

9 hours

Area 3. Natural Science

- ✓ Biology
- ✓ Physical Science

Credit Hours
Required

4

5

Total for Area 3.

9 hours

Area 4. Behavioral and Social Sciences

- ✓ History 110 or 120 (U.S. History)
- ✓ PSc 120 Gov't: Nat'l, State, Local
- ✓ Econ 180 (or any other Economics Course for which the student might qualify)

Credit Hours
Required

3

3

3

Select One:

3

- Psychology (3)
- Sociology (3)
- Economics (3)
- History (3)
- Political Science (3)
- Geography (3)

Total for Area 4.

12 hours

Total General Education Requirements

46 hours

15. Associate of Arts Degree.

A. **Credit Hours**—A minimum sixty-two semester hours must be completed.

B. **Residence**—The last fifteen semester hours must be com-

pleted in residence at Missouri Southern State College.

C. **Grade Point Average**—Minimum cumulative and major field grade point average must be 2.0.

ACADEMIC REGULATIONS

D. Major Field—The student must meet the course requirements of the particular pre-professional program he selects. Or, the degree may consist of the general education courses plus additional hours

adding up to 62, as approved by the adviser and the Vice President for Academic Affairs.

E. General Education Requirements—The degree requires completion of the general education requirements which are:

	Credit Hours Required
Area 1. Basic Skills	
✓ English 101-102, English Comp	6
Select One:	3
✓ Speech 100, Speech Techniques	(3)
✓ Speech 131, Voice & Articulation	(3)
✓ Mathematics (110 or above)	3
Physical Education	
Select One:	2
HPER 101, Intro to PE	(2)
✓ HPER 160, Personal Health	(2)
Total for Area 1.	14 Hours
Area 2. Behavioral & Social Sciences	Credit Hours Required
✓ History 110 or 120, History of United States	3
Select two	6
✓ Political Science 120, Government: National,	
State, Local	(3)
✓ History	(3)
Geography	(3)
Psychology	(3)
Sociology	(3)
Economics	(3)
Total for Area 2.	9 hours
Area 3. Humanities and Fine Arts	Credit Hours Required
Any 3 hours of literature courses for which the student is qualified except Eng. 325.	3
Select One:	3
Music 110, Music Appreciation	(3)
✓ Art 110, Introduction to Art	(3)
Theatre 110, Theatre Appreciation	(3)
Philosophy 201, Introduction to Philosophy	(3)
Total for Area 3.	6 hours
Area 4. Natural Sciences	Credit Hours Required
✓ Any biological or physical science	4
Total for Area 4	4 hours

Total general education credit required—33.

ACADEMIC REGULATIONS

16. Associate of Science Degree.

- A. Credit Hours**—A minimum of sixty-two semester hours must be completed.
- B. Residence**—The last fifteen semester hours must be completed in residence at Missouri Southern State College.
- C. Grade Point Average**—The minimum cumulative and major field grade point average must be 2.0.

D. Major Field—The student must meet the course requirements in the particular program of study he selects as approved by his adviser.

E. General Education Requirements—The degree requires completion of the general education courses as well as those outlined in his major field of study. The general education required courses are:

		Credit Hours Required
Area 1. Basic Requirements		
English 101, English Composition		3
Mathematics (30 or above)		3
Speech		3
Physical Education		
Select One:		2
HPER 101, Intro to PE		(2)
HPER 160, Personal Health		(2)
Total for Area 1.		11 Hours
Area 2. Social Science		
Select One:		3
History 110 or 120, History of the U.S.		(3)
Political Science 120, Government: National		
State, Local		(3)
Select One:		3
Sociology		(3)
Psychology		(3)
Total for Area 2		6 Hours
Area 3. Humanities and Fine Arts		
Select One:		3
Theatre 110, Theatre Appreciation		(3)
Philosophy 201, Introduction to Philosophy		(3)
Music 110, Music Appreciation		(3)
Art 110, Introduction to Art		(3)
Literature, except Eng. 325		(3)
Total for Area 3.		3 hours

ACADEMIC REGULATIONS

Area 4. Natural Sciences

Credit Hours
Required
4

Select One:
Biology 100, General Biology (4)
Physics (5)
Chemistry (5)
Geology (5)

Total for Area 4

4 hours

Total general education credits required—24.

17. Physical Education Requirements.

All students are required to satisfactorily complete 4 hours of physical education before they are permitted to graduate. Currently students must complete HPER 160, Personal Health, and HPER 101. HPER 101 is a two-credit hour course consisting of two hours of laboratory per week and one hour of lecture per week. Credit can be given only if both laboratory and lecture are completed.

Students should take these courses during the freshman and sophomore years. Students who meet the following conditions may be exempt from all or part of this requirement.

A. Students who transfer from colleges where physical education is not taught will be exempt from the requirement as follows: (1) Students transferring less than 15 semester hours will not be exempt from any of the requirements; (2) Students transferring 15 to 29 semester hours will be exempt from 2 hours of physical education; (3) Students transferring 30 hours or more will be exempt from the 4 hours of physical education.

B. Upon presentation of proper documentation to the Registrar, a veteran may petition for exemption from physical education.

18. State Legislation Requirement.

Sections 10373, 10374, 10374a, 10374b, 10374c (S.C.S. for S.B.4) of the Laws of Missouri, 1947 (6th General Assembly), prescribe that all can-

didates for a degree issued by the colleges and universities of Missouri must have completed courses of instruction in and "satisfactorily passed an examination on the provisions and principles of the Constitution of the United States and of the State of Missouri, and in American History, including the study of American institutions."

Students may comply with the law (1) by completing courses embracing the subject matter specified by the law and receiving credit therein, preferably before admission to senior college work, or (2) by certification of the completion of such requirements in another collegiate institution.

All students who have completed the General Education Requirements meet the requirements of Missouri law. Out of state students who do not complete their general education at Missouri Southern must pass a special examination on the Missouri Constitution.

School laws of Missouri 1974, requires that persons cannot be granted a certificate or license to teach in the public schools of Missouri unless he or she has satisfactorily completed a course of two or more semester hours in the psychology or education of the exceptional child. This requirement can be met by taking the course, Psy. 302.

19. All Work Must Be Completed.

Degrees are conferred only at scheduled commencement exercises. If a student completes requirements for a degree after a commencement date,

ACADEMIC REGULATIONS

his degree will be granted at the next scheduled commencement. He may receive a certified statement of completion of graduation requirements at the Office of the Registrar. No student will be permitted to participate in the commencement exercise unless his name appears on the commencement program.

20. Presence at Commencement Exercises.

A student ready for graduation must be present at commencement in order to receive his degree. A candidate may graduate **in absentia** with the permission of the Vice President for Academic Affairs.

21. Degree Candidacy Application.

Each student must make application for degree candidacy when pre-registering for his final semester in the school year in which he is to receive his degree. The application form is available in the Office of the Registrar.

22. Payment of Graduation Fees.

The graduation fee is due not later than the beginning of the semester in which the graduation takes place.

OTHER GENERAL REGULATIONS

23. Classification of Students.

Freshman: 0-29 Hours

Sophomore: 30-59 Hours

Junior: 60-89 Hours

Senior: 90 and above.

Special Admission: See page 50.

Post Graduate: Persons having completed a baccalaureate degree but taking courses for purpose of teacher certification, job preparation, and additional degree, or personal profit.

Transient: Students in good standing at other colleges and universities wishing to enroll at Missouri Southern State College for the purpose of transferring back to their institutions the credit earned. Admission requires completion of the application form, payment of the \$5.00 application fee, and a statement of good standing from the Vice President for Academic Affairs or Registrar of the student's home college or university.

Full-Time: A student enrolled for 12 or more semester hours.

Part-Time: A student enrolled in 11 or less semester hours.

24. Dual Credit.

A student who desires to earn credit concurrently at another institution or through correspondence, extension, advanced standing examinations, or USAFI examinations while enrolled in residence at Missouri Southern State College must secure advanced approval from the Vice President for Academic Affairs. Exceptions: Armed Forces Personnel will be granted sixty days from the date of their first enrollment to establish, through USAFI examinations, advanced standing in subject matter which they mastered while in the Armed Forces.

25. Second Baccalaureate Degree.

A student may receive a second Baccalaureate degree when he has completed the first degree and all the requirements of the second degree.

(Exception: Students may not count the professional education courses of the first degree as electives toward the second degree). The "Residency" requirements **does** apply.

ACADEMIC REGULATIONS

26. Transcript Below "C" Average.

Students who are accepted with a below "C" transcript and who are below the minimum standards for progress, paragraph 40, will be placed on Academic Probation. Missouri Southern State College accepts all grades from any equally accredited institution including both "D's" and "F's."

27. Grade Reports.

Grade reports are normally available within one week after the semester closes.

28. Mid-Semester Grades.

All students earning a "D" or an "F" in any course will receive a report following the eighth week of each semester.

29. Maximum Credit Hour Load.

To enroll in more than 18 semester hrs. during a semester or in more than 9 hrs. during a summer session, a student other than a music major must obtain prior written permission from the Dean of his School. Music majors may carry as many as 20 semester hrs. without permission from their Dean.

30. Late Registration.

No student will be permitted to enroll in a regular semester after the second week of classes and in a summer session after one week of classes. Any student enrolling after classes begin will pay a late enrollment fee.

31. Withdrawal from College.

A student who wishes to withdraw will initiate his withdrawal in the Office of Academic Services (Hearnes Hall 130). A student who withdraws prior to the end of the twelfth week of a regular semester and the end of the sixth week of a summer session will receive a "W" on his permanent record. If the student withdraws after these deadlines, his courses will be listed on his permanent record with a grade of "F." Students who leave

school without officially withdrawing shall receive grades of "F" in all courses.

32. Dropping Courses.

A student may initiate the dropping of a course in the Registrar's Office. Deadlines and grades cited in paragraph 31 apply.

33. Adding Courses.

A student may initiate the adding of a course in the Registrar's Office. A student will be permitted to add a course only upon the approval of his advisor. A fee of \$2.00 will be charged each time a student changes his program not at the request of the college. No course may be added after the second week of classes in a regular semester and after the first week of classes in the summer session.

34. Class Attendance.

The primary objective of student and professor is the student's attainment of course goals. It is recognized that normally those students who achieve well are regular in class attendance. The professor, when giving a final semester grade, bases his evaluation on how well the student has achieved the course goals.

The student who misses a class does so at his own risk. He must assume the responsibility for work missed because of class absences. Professors are willing to assist students whose absences are caused by valid illnesses, college approved activities, and extenuating circumstances. The professor may require whatever evidence he needs to support the reason for absence. If a student is absent two class meetings more than the credit hours of the course, the student may be dropped from the course. However, if that student is maintaining a grade of "C" or better, he cannot be dropped from the course without his permission.

Because the attendance record is significant to the total record and useful in guidance and counseling, the pro-

ACADEMIC REGULATIONS

fessor keeps a record of individual class attendance. When he believes the absences are excessive he will report the fact to the Student Services and they will in turn counsel with the student. The total number of student absences in a class will be reported to the Registrar's office along with the final grade at the end of the semester.

The student should be aware that absentsing himself from the class invariably has a built-in penalty of lower academic achievement. Excessive absences usually result in failure to achieve the course goals.

35. Grading System.

Grade	Grade Points
A—Superior	4
B—Above Average	3
C—Average	2
D—Minimum Passing	1
F—Failing	0
W—Withdrawal	0
I—Incomplete	0
AU—Audit (registration without credit)	
Cr—Credit (course passed with no specific grade)	

An incomplete must be made up by the end of the next semester or it will automatically be converted into an F. The student is to arrange with his professor the work essential to change the incomplete into a regular grade. Both credit and grade points are suspended until the incomplete (I) is converted to either a passing grade or an F.

A grade point average (GPA) at the end of any semester is the total number of grade points earned divided by the total number of hours attempted.

36. Official Transcripts.

An official transcript of the student's academic record bears the registrar's signature and the college seal. Missouri Southern State College assumes no responsibility for the accuracy of a transcript after it leaves the registrar's office.

Up to two weeks must be allowed after the close of a semester for the issu-

ance of an up-to-date transcript. The transcript request must be made in writing. Each student is entitled to two (2) free transcripts. Additional copies cost \$1.00 each. No transcript will be issued unless all bills to Missouri Southern State College are paid or are current according to agreement with the business office.

37. Auditors.

With the consent of the dean of the School and the instructor concerned, a student may be admitted to a course as an auditor.

Auditors must be registered and pay fees as a regular or special student. They receive no college credit.

Courses taken for credit cannot be changed to an audit during the semester. Neither can a course taken for audit be changed to credit during the semester.

38. Good Standing and Eligibility.

Students enrolled at Missouri Southern State College are in good academic standing when they meet the normal progress toward graduation as described below. Those falling below the prescribed norm will be placed on academic probation. Persons failing to achieve normal progress toward graduation during the probationary period are subject to academic suspension.

Exception: Students receiving financial aid. See Page 44.

Those students competing in intercollegiate athletics or in organizations representing the college off campus are ineligible to participate in these programs when they fall below the norms set for minimum standards of progress.

39. Academic Bankruptcy.

A student may petition the Academic Policies Committee that one semester of his academic work be disregarded in computing his academic record. To be eligible for petitioning, a student must be currently enrolled, in

ACADEMIC REGULATIONS

good standing, and he must document the unusual conditions which justify his petition. The petition may be initiated in the Registrar's Office.

Academic Bankruptcy can never be used as a means of obtaining academic honors or athletic eligibility. Academic Bankruptcy will not remove grades from the student's permanent record. It merely allows one semester of recorded work to be eliminated in computing the student's scholastic average.

40. Standards of Progress Toward Graduation.

A student's cumulative grade point average (GPA) is used to evaluate his progress. If the grade point average falls below the minimum standards of progress, his work is considered unsatisfactory.

Progress toward a degree is computed on the following grade point averages:

For Associate Degree Candidates

Hours Attempted	Grade Point Avg.
1 -17 semester hours	1.5
18 -33 semester hours	1.6
34 -43 semester hours	1.75
44 -55 semester hours	1.9
56 and above	2.0

For Baccalaureate Degree Candidates

1 -17 semester hours	1.5
18 -33 semester hours	1.6
24 -46 semester hours	1.75
47 -62 semester hours	1.8
63 -77 semester hours	1.85
78 -93 semester hours	1.9
94 -107 semester hours	1.95
108 and above	2.0

41. Academic Probation, Suspension, and Reinstatement.

Each student should consider a grade point average of less than 2.0 as a warning.

Those falling below the standards of progress toward graduation will be

placed on academic probation. If the grade point average is not raised to the minimum standard of progress during the probationary semester, the student is subject to immediate academic suspension from the college.

A student receiving academic suspension must stay out of Missouri Southern State College one semester.

Students completing their semester of suspension must re-apply for admission through the Office of the Registrar.

Re-entry may be denied by the Vice President for Academic Affairs if the student cannot present evidence that indicates a high probability of academic success.

42. Repetition of Courses.

A course in which a student has made a grade of D or F may be repeated. The grade and grade points in the repeated class will be cancelled and the second grade will be used in computing grade point averages.

43. Honor Roll.

Dean's Honor Roll—To be placed on the Dean's Honor Roll, the student must be an undergraduate in regular standing and earn a minimum of 3.5 out of a possible 4.0 points on twelve or more semester hours during the fall and/or spring semesters.

44. Graduation Honors.

In recognition of superior scholarship, the college awards honors to associate degree and baccalaureate degree graduates as follows:

Associate Degree. The student must have completed a minimum one half of the hours required for the degree in residence at Missouri Southern State College. The cumulative grade point average required to receive First Honors is 3.75; Second Honors, 3.65; and Third Honors, 3.50.

Baccalaureate Degree. Cum Laude is awarded those students who have a cumulative grade point average of 3.3.

ACADEMIC REGULATIONS

Magna Cum Laude is awarded those students who have a cumulative grade point average of 3.7.

Summa Cum Laude is awarded those students who have a cumulative grade point average of 3.85.

Eligibility for any one of the three honors also requires the candidate to study all his junior and senior years at Missouri Southern State College and earn a minimum of 60 semester hours of credit.

45. Course Numbers and Levels.

Course Numbers:

0 -99	Not applicable toward baccalaureate degree.
100-199	Primarily for freshman
200-299	Primarily for sophomores.
300-399	Primarily for juniors.
400-499	Primarily for seniors.

Normally courses numbered 100-299 are considered junior or lower division level courses, and those numbering 300-499 are senior or upper division level courses. There are more significant distinctions between the sophomore and junior years than within the levels of the lower and upper divisions.

The student should check the catalog description of the course to see whether the second semester of a sequence course makes the first semester prerequisite.

Freshman are not permitted to take any course above the two hundred level unless qualified by advanced placement tests. The exception is infrequent.

All courses offered by this college are listed beginning on page 70 of this catalog. Immediately following each course title is a letter abbreviation of the semester in which this course is to be offered. Students and faculty should use this as a guide in considering future enrollment. HOWEVER, THIS SHOULD NOT BE INTERPRETED AS A CONTRACT. MISSOURI SOUTHERN STATE

COLLEGE RESERVES THE RIGHT TO DEVIATE FROM THIS COMMITMENT WHEN ENROLLMENT, OR OTHER FACTORS DICTATE.

46. Course Numbering System.

Missouri Southern State College has adopted a course numbering consistent with a national system and designed for computer processing. In this system there are listed large areas of knowledge and training, and within each area there are subdivisions. Missouri Southern is using a seven-digit number, such as 0502-101. The number 05 identifies the large area of Business Management. The number 02 identifies a subdivision of accounting. The first four numbers then are the new standardized national system of numbering, and the last three numbers are Missouri Southern's system of numbering her individual courses within each department.

Below are two lists: First, the list of the large divisions available at Missouri Southern. Second, the list of the departments with their symbols and numbers.

Large Academic Divisions of Knowledge and Training (Baccalaureate Degree Level)

- 04 Biological Sciences
- 05 Business and Management
- 06 Communications
- 08 Education
- 10 Fine and Applied Arts
- 11 Foreign Languages
- 12 Health Professions
- 15 Letters
- 17 Mathematics
- 19 Physical Sciences
- 20 Psychology
- 22 Social Sciences

Technological and Occupational Curriculums (Associate Degree Level)

- 50 Business and Commerce Technologies
- 51 Data Processing Technologies
- 52 Health Services and Paramedical Technologies

DEPARTMENTS, SYMBOLS & NUMBERS

- 53 Mechanical and Engineering Technologies
- 54 Natural Science Technologies
- 55 Public Service Related Technologies

DEPARTMENTS, THEIR SYMBOLS, AND THEIR NUMBERS AT MSSC

- Accounting (Acct.) 0502
 - Art (Art) 1002, 03
 - Automotive Technology (Auto) 5306
 - Aviation (AV) 5302
 - Biology (Bio) 0401 to 0499
 - Business, General (GB) 0501, 03, 08, 99
 - Communications (Comm) 1506, 0602
 - Computer Science (Comp.) 5101, 02, 03, 04
 - Criminal Justice Administration (CJA) 5505
 - Dental Assistant Technology (DA) 5202
 - Dental Hygiene Technology (DH) 5203
 - Drafting and Design (DRAF) 5303, 04
 - Economics (Econ.) 0517
 - Education (Educ.) 0802, 03, 10, 11, 16, 17, 21, 27, 29, 30, 33, 34, 99
 - English (Eng.) 1501, 02, 03, 99
 - Foreign Language:
 - French (Fren.) 1102
 - German (Ger.) 1103
 - Spanish (Span.) 1105
 - Geography (Geog.) 2206
 - Geology (Geol.) 1914
 - Health Facilities Administration (HA) 5218
 - Environmental Health Technology (EHT)
 - (4-Yr.) 1299
 - (2-Yr.) 5408
 - History (Hist.) 2205
 - Industrial Arts (IA) 0839
 - Journalism (Jour.) 0602
 - Law Enforcement (LE) 5505
 - Machine Technology (MACH) 5315
 - Marketing and Management (MM) 0509
 - Mathematics (Math) 1701, 02, 03, 99
 - Medical Technology (MT) 1223
 - Military Science (MS) 1801
 - Music (Mus.) 1004, 06
 - Nursing (Nur.) 5208
 - Office Administration (OA) 0514
 - Paralegal Studies (PLS) 1499
 - Philosophy (Phil.) 1509
 - Physical Education, Health, Recreation (HPER) 0835, 36, 37
 - Physics (Phys.) 1901, 02
 - Political Science (PSc) 2207
 - Psychology (Psy.) 2001, 02, 05, 06, 09, 10, 11, 22, 99
 - Radiologic Technology (RAD) 5207
 - Sociology (Soc.) 2208
 - Speech (Spch.) 1506
 - Theatre (Th.) 1007
47. The Revised Standards for Veterans' Educational Benefits as adopted by the State Board of Education on February 17, 1977, are available in the Veterans Affairs Office. Each veteran should see the veteran counselor or veterans representative regarding these policies.
48. Any exceptions to the regulations above must receive written approval from the Vice President for Academic Affairs.

THE CURRICULUM

SCHOOL ORGANIZATION AND OBJECTIVES

The college is organized into four schools, each with a dean as its executive. The schools are subdivided into departments. The schools and departments are under the administrative supervision of the Vice President for Academic Affairs.

The schools objectives and programs are as follows:

I. School of Arts and Sciences:

Objectives of departments of fine arts, english and communications

These departments comprise those areas of learning in which the student is made aware of some of mankind's greatest thought and noblest art. Through the study of art, journalism, language, literature, music, philosophy, speech, and theatre, the student enlarges his capacity to express himself and at the same time develops his ability to comprehend and appreciate the creative efforts of others.

These departments are concerned with creative self expression, although distinct in that each is a specific discipline or area of study.

A. Viewed in relation to the total college curriculum, the functions of the departments are twofold:

1. General Education—Certain courses offered in every area of Humanities and Fine Arts are especially designed to make available to each student skills and understanding which greatly add to his personal development, regardless of his specialization. (a) Through courses in English and speech he will increase his ability to read, write, and speak his own language and deepen his understanding of its literature. (b) By studying foreign languages, he will learn to communicate with people of other nations and to appreciate the intellectual contributions of cultures other than his own. (c) Through participation in theatre, he will develop poise and power of oral expression. (d) In a guided study of the masterpieces of music and art, he will learn to enjoy and appreciate world treasures. (e) In philosophy, he will become familiar with the problems of knowledge, the natural world, and society, and with the quest for the good life.

2. Major or area of concentration—To achieve a high level of competency in his special interests, a student elects an area of concentration. (a) Programs in art, English, foreign languages, speech, theatre, and music form major areas for candidates for the Bachelor of Science in Education degree. (b) A lesser concentration in several of these areas is required for a Bachelor of Science in Education degree with a major in elementary education. (c) Students not planning to teach but desiring competency in an area may elect to receive a Bachelor of Arts degree for personal enrichment or as preparation for graduate study.

B. In addition to curricular functions, the departments exert a strong influence upon the cultural life of the college and community.

1. The musical and dramatic performing organizations offer opportunities for participation to all qualified students, thus serving as a valuable outlet for aesthetic self-expression.

2. The regular publication of the college newspaper, *The Chart*, not only provides practical experience for students interested in journalism, but also serves the college community and alumni with reports of college activities.

3. The creative arts publication written and edited by MSSC students, under the sponsorship of the English and Fine Arts Departments, serves the dual purpose of providing an outlet for artistic and literary expression and practical experience in the editorial functions associated with publishing. Through this medium, young writers and artists may not only gain experience in the development of their talents, but also enrich the cultural resources of the college community. This is an opportunity that they and their editors have for speaking to and for the other students; and, at the same time, for interesting, entertaining, and influencing all at MSSC.

4. Displays of art works by students and faculty in the Art Gallery and in the exhibits sponsored by Spiva Art Center, housed in the Gallery, stimulate the artistic community.

5. The services of members of the faculty of all departments to community organizations—professional, cultural and civic—aid in acquainting the public with the programs of the college.

Objectives of departments of geography, history, political science, and sociology

The purposes are to provide the student with the skill, attitudes, and understanding necessary to give life direction and meaning; to encourage the student to think and to evaluate the broad issues of life; and to stimulate his acquiring new interests that he may pursue for the sheer pleasure of learning.

The school has a special concern in the preparation of social science teachers for the schools of Missouri and the undergraduate education of students who are planning careers in government and community service.

The objectives of the school are:

1. To prepare students for certification as social science teachers in the elementary and secondary schools.
2. To provide the undergraduate education needed for students desiring to continue graduate work in history, political sciences or sociology.
3. To provide a program of extracurricular activities that aid in introducing the student to his future role of service to community and nation.

THE CURRICULUM

II. School of Business Administration (Departments of accounting, economics and finance, general business, marketing and management, and office administration):

(1) To provide managerial and administrative education designed to enable individuals to accept positions of responsibility and leadership in business, industry, government, and education; (2) To prepare individuals for graduate education in business and economics; (3) To provide and to emphasize excellence and efficiency in all instructional functions; (4) To encourage and support the professional development and growth of the School's faculty; (5) To provide for specific needs of business, industry, government, education or professional groups by developing and teaching special courses designed to meet those needs; (6) To provide general education offerings for Missouri Southern State College Students; (7) To provide a service function to other curricular areas of education; (8) To provide services to the business community in the form of publication of area economic data and special studies of the region, consultation by faculty and students, economic data bank, etc.

It is the primary purpose of the School of Business Administration to continuously develop and improve the caliber of instruction, programs, and courses which will achieve these objectives and, thereby, fulfill the educational needs and goals of the students. The faculty use new teaching methods and variations of older techniques. The student will find that the approach to learning may be by means of computer simulations, role playing, business games, films, intensive reading, report writing, lectures and case method. Regardless of the method employed, the student is expected to actively participate in discussions and in the learning process.

The aim is to prepare individuals for careers, not by drill and memorization, but by stimulating rigorous, imaginative, analytic and probing attitudes. The scope of the Business School curriculum, coupled with a wide range of general education and nonbusiness subjects reflects the School's belief that higher education should prepare students for satisfying achievements in life as well as in business.

The School of Business Administration offers three baccalaureate degree programs, an associate degree, and a certificate of achievement:

1. Bachelor of Science in Business Administration with majors in:
 - (a) Accounting
 - (b) Economics & Finance
 - (c) General Business
 - (d) Marketing & Management
2. Bachelor of Science with a major in Management-Technology
3. Bachelor of Science in Education with a major in Business Education (two plans)
4. Associate of Science degree with majors in:
 - (a) Accounting

- (b) General Business
- (c) Secretarial Science

5. Certificate of Achievement: Secretarial Typist

III. School of Education and Psychology (Departments of elementary education, secondary education, health, physical education and recreation, and psychology):

The programs of this school are designed to reflect the following general aims:

(1) To prepare persons who demonstrate by their behavior the professional, social, emotional, and intellectual maturity necessary to perform effectively as elementary and secondary school teachers; (2) To prepare persons who display a meaningful philosophy of living and a dedication to service; (3) To prepare persons who indicate in their daily lives a concern for and knowledge of good physical and mental health; (4) To teach creative and beneficial leisure-time activities that will serve the student throughout life; (5) To prepare persons with a degree of understanding in the area of psychology, which is necessary to perform well as a graduate student or to be of service to society in a service vocation.

The school provides specific course work leading to the degrees of Bachelor of Science in Education, Bachelor of Arts with a major in Psychology, Bachelor of Science with a major in Psychology, and a Bachelor of Science in Education with a major in Special Education-Psychology.

More specifically the Department of Education is responsible for teaching and coordinating of the professional education sequence in the Bachelor of Science in Education degree. It also administers the major programs in elementary education and special education. The department of Health, Physical Education and Recreation serves the basic requirements for all college students, provides a major in professional physical education, and provides minors in driver education instruction and athletic coaching. The Department also supervises the women's and men's intramural sports programs.

IV. School of Technology (Departments of Automotive Technology, Aviation, Computer Science, Criminal Justice, Dental Assisting, Dental Hygiene, Drafting & Design, Environmental Health Technology, Health Administration, Industrial Arts, Law Enforcement, Machine Technology, Medical Technology, Military Science, Nursing, and Radiologic Technology).

(1) To provide an opportunity for post-high school education for students seeking skills preparing them for employment. (2) To give both specialized instruction and general education in sufficient balance to prepare for living as well as working in society. Student enrolling in the specialized courses of this division should know that some of them may not be applicable toward a baccalaureate degree if he should later decide to seek it.

COURSES OF INSTRUCTION

ACCOUNTING

School of Business Administration

Cunningham, Finke, Garner, Goode, Paapanen

Look under General Business for requirements essential to earning a Bachelor of Science in Business Administration degree with the Accounting major and an Associate of Science degree with the Accounting major. In the same place find the requirements for the Bachelor of Science in Education degree with a Business Education major.

0502-201—Elementary Accounting (F,S)

3 hrs. cr.

Fundamental principles of accounting as applied to modern business practice. Study of the complete accounting cycle and analysis of balance sheets and income statements. Emphasis on a single owner business. Prerequisite or corequisite: Math 131.

0502-202—Elementary Accounting (F,S)

3 hrs. cr.

A continuation of Accounting 201 with emphasis on corporation accounting.

0502-312—Intermediate Accounting I (F,S)

4 hrs. cr.

Intermediate Accounting I is the first of two courses that comprehensively covers financial accounting concepts and standards for business enterprises (with emphasis on the corporation). The course is organized in four major areas: 1. A study of the environment of financial accounting and the basic theoretical considerations underlying financial accounting concepts and standards. 2. A review of the financial accounting process from transaction analysis to the financial statements. 3. Accounting for current assets. 4. Accounting for property, plant and equipment assets and intangible assets. Prerequisite: Acct 202.

0502-322—Intermediate Accounting II (F,S)

4 hrs. cr.

Intermediate Accounting II is the second of two courses that comprehensively covers financial accounting concepts and standards for business enterprises (with emphasis on the corporation). The course is organized in four major areas: 1. Accounting for current liabilities, long-term liabilities and long-term investments. 2. Study of shareholders' equity and earnings per share. 3. Accounting for pensions, leases and income taxes. 4. Financial statement reporting and analysis. Prerequisite: Acct 312.

0502-302—Advanced Accounting (S)

3 hrs. cr.

Application of accounting principles of partnerships, branch accounting, business combinations, consolidated statements, segment reporting, reporting by multinational companies, bankruptcy and corporate reorganization, estates and trusts. Prerequisite: Acct 322.

0502-310—Cost Accounting (F,S)

3 hrs. cr.

Study of accounting cost systems providing information generation for managerial planning and control. Special emphasis on product and process cost systems as applied to industrial enterprise. Prerequisite: Acct 202.

0502-401—Tax Accounting (F,S)

3 hrs. cr.

Procedures for reporting federal income taxes with emphasis on income and deductions for individuals. Practice is given in preparing federal income tax returns. Prerequisite: Acct 202 or permission.
(See General Business 401)

ACCOUNTING

0502-411—Auditing (F,S)

3 hrs. cr.

This course provides an overview of the certified public accounting profession with special attention to auditing standards, professional ethics, the legal liability inherent in the attest function, the study and evaluation of internal control, the nature of evidence, the growing use of statistical sampling, the impact of electronic data processing and performing an audit. Prerequisite: Acct 322, Intermediate Accounting II.

0502-412—C.P.A. Problems (F)

3 hrs. cr.

A course designed to guide the student in preparing for the Uniform Certified Public Accountant Examination. Topics covered include methods of studying for the Examination, lecture and problem solving exercises on Examination subjects, and a review of appropriate theoretical and technical pronouncements. Prerequisite: 21 hours of accounting including Acct 411, Auditing, or senior standing and permission of the instructor.

0502-420—Accounting Theory (S)

3 hrs. cr.

Study of the theory of income, asset valuation and history of accounting thought. Critical discussion of the authoritative pronouncements of the Financial Accounting Standards Board. Provides a coherent set of logical principles that form the general frame of reference for the evaluation and development of sound accounting principles. Prepares the student for the C.P.A. Theory Examination. Prerequisites: Intermediate Accounting II.

0502-421—Governmental and Institutional Accounting (F)

3 hrs. cr.

Study of accounting principles, standards, and procedures that apply to nonprofit type organizations such as state and local government, schools, hospitals and churches. Prerequisites: Intermediate Accounting I.

0502-491—Internship in Public Accounting (F)

3 hrs. cr.

Selected senior accounting students serve an internship of approximately six weeks as junior accountants on the staff of practicing certified public accountants and/or private industry. The program is supervised by the faculty. An oral and written report is required. Course study includes the following topics: Duties and liabilities of public accountants, audit programs, ethics and evaluations, practical tax applications. Prerequisites: Acct 322, 401, 411 and/or consent of the internship committee.

0502-498—Seminar in Accounting (demand)

1-3 hrs. cr.

A seminar for upper division accounting or related majors with topics to be announced each time the course is offered. Prerequisite: Senior standing or permission. Examples of seminars offered in the past are:

- 498-Seminar in Advanced Tax
- 498-Seminar in Managerial Accounting
- 498-Seminar in Advanced Auditing
- 498-Seminar in Advanced Cost

0502-499—Independent Study in Accounting (demand)

1-3 hrs. cr.

Individually directed readings, research, and discussion in selected areas of accounting for advanced majors. Scope, depth, area of concentration and credit to be arranged upon entry into course. Offered by arrangement. Prerequisite: Permission and 3.00 G.P.A.

COURSES OF INSTRUCTION

ART

School of Arts and Sciences Department of Fine Arts

Dishman, Director; Christensen; Cole; Fowler; Hess

Career opportunities available for the qualified Bachelor of Arts degree graduates are in Commercial Art, free-lance, and private studio lessons. This degree prepares the graduate for an advanced degree program towards the masters degree in a specific art discipline.

The Bachelor of Science in (Art) Education degree graduates are certified through the teacher education program for K-12, 7-9 or senior high school levels in the State of Missouri.

Requirements for a major in art for the Bachelor of Arts degree are 50 semester hours in art including: Art 100, 120, 130, 132, 211, 230, 232, 301, 302, 312, 490, and 18 semester hours in art, approved by the student's advisor and including one upper division hour. Note - All Bachelor of Arts degree majors must complete 10 semester hours of the same Foreign Language.

Requirements for a major in art for the Bachelor of Science in Education degree with art as one of two teaching fields (Plan A) are 39 semester hours in art including: Art 100, 120, 130, 132, 211, 220, 230, 232, 301, 302, 312 and 6 semester hours of art electives of which 3 must be upper division.

Requirements for the major in art for the Bachelor of Science in Education degree with art as the only teaching field (Plan B) are 47 semester hours in art including: Art 100, 120, 130, 211, 220, 132 or 230, 232, 301, 302, 312, and 490. Fifteen semester hours of art electives are chosen and approved by the student's advisor and must include at least one upper division semester course. See page 107 for other teaching education requirements.

General Education requirements for one course in Area 2, Humanities and Fine Arts, are fulfilled by any art course.

1002-100—Art Composition (F,S)

3 hrs. cr.

Introduction to studio art projects using fundamental techniques, media, and theories. Specially recommended toward meeting General Education requirements.

1002-110—Introduction to Art (F,S)

3 hrs. cr.

A survey designed to increase appreciation of the visual arts through readings, slide lectures, library research, and visits to the Spiva Art Center. Through this survey, developments of the cognitive and critical processes as they relate to the visual arts are emphasized. Specially recommended toward meeting General Education requirements.

1002-120—Ceramics (F,S)

3 hrs. cr.

Methods techniques of hand building are studied with application to modeling and throwing clay forms. Three one and one-half hour sessions per week.

1002-130—Drawing Techniques (F and/or S)

3 hrs. cr.

Free-hand drawing projects using art media and techniques applied by master artists. Three one and one-half hour sessions per week. Prerequisite: Art 100 or instructor's approval.

1002-132—Introduction to Design (F and/or S)

3 hrs. cr.

Foundation laboratory projects using art principles and elements of structure.

1002-200—Arts & Crafts (F and/or S)

3 hrs. cr.

Basic crafts survey exploring materials and processes of traditional and contemporary handicrafts. Required for Special Education certification. Open to all students.

1002-205—Beginning Jewelry and Silversmithing (F) 3 hrs. cr.

Design fabrications, castings, and forging processes are creatively explored. Prerequisite: Art 100 and/or 132.

1002-211—Beginning Sculpture (F) 3 hrs. cr.

Exploration of forming methods and shaping techniques involving clay, wood, and mixed media with a preliminary introduction into sand casting (aluminum) and lost wax casting (bronze) processes. Two two-hour sessions per week. Prerequisite: Art 132 and/or 230.

0831-220—Art Education 3 hrs. cr.

Creative art activities using media and processes with emphasis on methods of instructing art in elementary schools. Required for both Elementary Education majors and Secondary Art Education majors.

1002-230—Basic Form (F) 3 hrs. cr.

Exploration of relationships of parts to form. Projects include two and three dimensional. Prerequisite: Art 100.

1002-232—Painting Techniques (S) 3 hrs. cr.

Procedures, techniques, and basic fundamentals of painting with oil, acrylic, watercolor, egg tempera and mixed media. Textbook. Three two-hour sessions per week. Prerequisite: Art 100 and 130.

1002-300—Drawing (F and/or S) 3 hrs. cr.

Self exploration of various drawing elements including artistic anatomy, composition, structure, and aesthetics. Three two-hour sessions per week. Prerequisite: Art 100, 130, or approval of the instructor.

1003-301—Art History (F) 3 hrs. cr.

Survey of the development of man's artistic endeavors from Stone Age to the Early Renaissance.

1003-302—Art History (S) 3 hrs. cr.

Continuation of 301 from the Early Renaissance in Italy to the present art styles.

1002-310—Transparent Watercolor (F and/or S) 3 hrs. cr.

Techniques and aesthetic processes of aquarelle painting using landscapes, figures, and still life as subjects. Three one and one-half hour sessions per week. Prerequisite: Art 130 or instructor's approval.

1002-312—Beginning Printmaking (F) 3 hrs. cr.

Procedures, techniques, and fundamentals of the Intaglio process; etching, dry point, aquatint, softground and other mixed media including color etching. Emphasis on drawing and design. Prerequisite: Art 130 or instructor's approval.

1002-321—Advanced Sculpture (S) 3 hrs. cr.

An extension of Beginning Sculpture with the emphasis on mold making and foundry techniques of sand and lost wax casting. Three two-hour sessions per week. Prerequisite: Art 211.

1002-322—Advanced Sculpture (Demand) 3 hrs. cr.

Continuation of 321. Three two-hour sessions per week. Prerequisite: Art 211.

1002-330—Advanced Jewelry and Silversmithing (F and/or S) 3 hrs. cr.

Advanced methods and techniques of complex forms will be explored for jewelry and silversmithing design. Three one and one-half hour sessions per week. Prerequisite: Art 205.

COURSES OF INSTRUCTION

1002-401—Painting (F, Even)

3 hrs. cr.

Students select an individual problem for self-development using variety of media. Three two-hour sessions per week. Prerequisite: Art 130 and 232.

1002-407—Advanced Ceramics (Fand/or S)

3 hrs. cr.

Advanced methods, techniques, and procedures of pottery making and design in clay. Three two-hour sessions per week. Prerequisite: Art 120.

1002-412—Commercial Art

3 hrs. cr.

An introduction to the basic principles of advertising design, lettering, layout, and pasteup. Two two-hour sessions per week. Prerequisite: Art 120 and 232.

1002-420—Special Projects in Art I (F,S)

3 hrs. cr.

An advanced studio survey elected by the student in a particular area of Art. Students attend a regular scheduled course but complete and independent special project as approved by the instructor. Requirements: (1) An exhibit of the special projects completed, (2) Oral summation to the regular course students, (3) Formal paper documenting the special projects. PREREQUISITE—Completion of advanced courses and approval of instructor.

1001-421—Head Study (Demand)

3 hrs. cr.

Fundamental methods in portraiture. Various drawings and painting media for structure of the head. Artistic head anatomy used for each study. Three two-hour sessions per week. Prerequisite: Art 130, and 232 or 300.

1002-430—Advanced Printmaking (S)

3 hrs. cr.

Advanced Intaglio techniques and color printing. Advanced studio methods for color registration, transfer and drawing, drypoint, mezzo-tint, etching, engraving, and mixed media. Emphasis on design, drawing, concept, technical proficiency, and presentation. Prerequisite: Art 312 or instructor's approval.

1002-440—Special Projects in Art II (F,S)

3 hrs. cr.

Same as Art 420. PREREQUISITE—Special Projects in Art I.

1002-490—Senior Studio (F,S)

2 hrs. cr.

Special study in any art media or technique chosen by the student. Requirements: (1) Art survey paper, (2) Senior art exhibit, (3) Oral presentation. Prerequisite: Senior standing.

1002-498—Seminar in Art (Demand)

3 hrs. cr.

Student art problems investigated with group participation. Class meets twice weekly with director to discuss student findings. Requirements: research papers and oral presentations of investigated problems. Prerequisite: 20 credit hours in art.

ASTRONOMY

School of Arts and Sciences Department of Physical Science

Baiamonte, Department Head; Phillips; Sloan

The Astronomy course is used to supplement other major areas and for teacher certification in General and Earth Science.

(See Physics)

1911-300—Astronomy (Demand)

3 hrs. cr.

Solar system, gravitation, Kepler's laws, celestial coordinate systems, telescopes and optical systems, stellar evolution, nebula, galactic structure, and cosmology. Two hours lecture and one two-hour lab a week. Prerequisites: Physics 100 or equivalent and one year of high school algebra.

AUTOMOTIVE TECHNOLOGY

School of Technology

Adams, Holmes

The major emphasis in Automotive Technology is specialization in automotive service and business management. The training also provides the background for entry into a general automotive repair or specialized field where a technical knowledge of machines, tools, and testing equipment is required.

The curriculum is college oriented. Students are regular members of the campus body and are expected and encouraged to participate in extracurricular activities.

The Associate of Science degree in Automotive Technology requires the completion of the General Education courses (see page 57) plus the following: Auto. 100, 110, 120, 130 or Accounting 201, Auto. 190, 200, 220, 250, 260, and Drafting & Design 110.

5306-100—Automotive Engines (F)

7 hrs. cr.

A beginning course in the theoretical and practical application of internal combustion engines. This course covers engine operation, cycles, design and service of component and accessory systems. The laboratory provides the student with the opportunity to develop skills in the diagnosis and service of engines and their supportive systems. Three one-hour lectures; twelve hours laboratory per week.

5306-110—Technical Mathematics (S)

3 hrs. cr.

Review of basic mathematics, algebra, and the functional concepts of trigonometry. Includes use of tables and graphic methods of solving problems with emphasis on application to problems in applied fields. Daily. Prerequisite: Math 30.

5306-120—Automotive Electrical and Emission Control (S)

7 hrs. cr.

Course of study of electricity, the ignition system, fuels and lubricants, carburetion and emission control systems found on the internal combustion engine. Emphasis is placed on the operation, diagnosis and service of each of these systems. The laboratory period provides the student an opportunity to apply the theoretical knowledge to practical problems. Three one-hour lecture; twelve hours laboratory per week.

5306-130—Automotive Business Management (F)

3 hrs. cr.

A basic accounting cycle with emphasis on recording transactions affecting cash, sales, purchases, and the preparation of financial statements with special applications that pertain to the after-market automotive service industry. Three one-hour lectures.

5306-190—Technical Science (F)

4 hrs. cr.

A study of the forces, laws of motion, mechanical power, fluid mechanics, and other physics principles as related to present day prime movers. Course work places emphasis on applied or practical application. Three one-hour lectures; one two-hour laboratory per week. Prerequisites: Auto. 110 or Math 30 with a minimum grade of C.

COURSES OF INSTRUCTION

5306-200—Automotive Chassis, Brakes and Transmission (F) 7 hrs. cr.

A study of the design, operating principles and service procedures of the chassis suspension system, brakes and drive line of the modern motor vehicle. The laboratory emphasizes the diagnosis and service of these components. Three one-hour lectures; 12 hours laboratory per week.

5306-220—Automotive Air Conditioning and Accessories (F) 4 hrs. cr.

A course to familiarize the student with automotive air conditioning units and power accessories. The emphasis is placed on service and diagnosis of these units on and off the vehicle. Three one-hour lectures, one three hour lab per week. Prerequisite: 5306-120 Automotive Electrical and Emission Control.

5306-250—Automotive Body and Paint (S) 7 hrs. cr.

A study of the methods of auto body construction, repair, refinishing processes and materials. The laboratory provides the students with the opportunity to repair various types of body damage and experiment in the use of the various types of repair and refinish materials. Three one-hour lectures; 12 hours laboratory per week.

5306-260—Auto Service Management (S) 7 hrs. cr.

The principles of shop design, personnel and production management, and industrial safety. The laboratory provides the student with the opportunity to gain additional experience in the area he chooses to specialize. Three one-hour lectures; 12 hours laboratory. Prerequisite: Auto 100, 120, 200 and 220 with minimum grades of C.

5306-298—Selected Topics in Automotive Technology (demand) 1-8 hrs. cr.

Study of special topics in Automotive Technology. Each offering of the course on a special topic or topics not normally included in another course. Prerequisites to be determined by the department and stipulated in syllabus.

5306-498—Seminar in Automotive Technology (demand) 1-3 hrs. cr.

Covers specialized knowledge and skills related to new developments in automotive design and service. Topics will vary by the semester and situation. Prerequisite: Senior standing in management-technology and the Associate Degree in Automotive Technology.

5306-499—Independent Study in Automotive Technology (demand) 1-3 hrs. cr.

Individually directed readings, research, and discussions in selected areas of automotive technology for advanced majors. Scope, depth, area of concentration and credit to be arranged upon entry into course. Offered by arrangement. Prerequisite: Permission of instructor.

BIOLOGY

School of Arts and Sciences

Ferron, Department Head; Elick; Gibson; Jackson;
Orr; Prentice; Stebbins; Tillman

The Biology Department provides an opportunity for students to pursue careers in the areas of classical, allied health, or environmental aspects of biology. Many of our students prepare for one of the health professions.

Requirements for a major in biology for the Bachelor of Science degree are 40 semester hours of biology including Bio. 101, 112, 122, 210, 211 or 231, 305,

and 490. Upper division students may follow interests, but must take at least one course from each of the following areas:

Group A - A 3 or 4 semester hour upper-division Botany course.

Group B - A 4 or 5 semester hour upper-division Zoology course.

Group C - A 4 semester hour upper-division Environmental course.

Additional requirements are 25 semester hours of mathematics and science course work to include:

Math 140 or higher (Math 112 and 130 may be substituted)

Chem. 101, 102, and either 300 or 301

Phys. 151 or higher

Two semesters of both Organic Chemistry and Physics are strongly recommended for students who intend to enter graduate or professional schools.

Requirements for a major in biology for the Bachelor of Science in Education degree with biology as one of two teaching fields (Plan A) are 23 semester hours of biology including Bio. 101, 122, and 306 plus 11 additional upper division semester hours. Supporting requirements are 15 semester hours of math and science course work to include Math 140 or higher (Math 112 and Math 130 may be substituted), Chem. 101, and either Phys. 151 or Geol. 110. See page 109 for teacher education requirements.

Requirements for a major in biology for the Bachelor of Science in Education degree with biology as a single teaching field (Plan B) are 35 semester hours in biology including Bio. 101, 112, 122, 211 or 231, 305, and 306 plus 10 additional upper division semester hours. Supporting requirements are 20 semester hours of math and science course work to include Math 140 or higher (Math 112 and 130 may be substituted), Chem. 101, 102, and 300 or 301. See page 109 for teacher education requirements.

Majors may take Bio. 131, 261, 271, or 310; but should be advised that these courses will not count toward semester hour totals for any of the departmental degrees.

General Education requirements can be met by taking either Bio. 101 or 121.

0401-101—General Biology (F,S)

4 hrs. cr.

A one semester general treatment of the unifying principles of living things including cell structure and function, metabolism, genetics, evolution, and ecology. Emphasis will be upon these biological principles as they relate to humans. Three lectures and one 2 hr. lab per week. Fulfills general education requirement (formerly Bio. 100).

0402-112—Botanical Survey (F,S)

3 hrs. cr.

The morphology, physiology, and classification of plants are studied with an emphasis upon the diversity of the plant world. Two lectures and one 2 hr. lab per week. Prerequisite: Bio. 101.

0407-121—General Zoology (F,S)

4 hrs. cr.

An introductory study of the basic principles of cytology, metabolism, and genetics. A brief survey of those invertebrates that directly relate to man will be made. Emphasis will be placed upon medical terminology as it relates to the anatomy of man in preparation for Bio. 221. Three lectures and one 2 hr. lab per week. Fulfills general education requirement (formerly Bio. 120).

0404-122—Zoological Survey (F,S)

3 hrs. cr.

The morphology, physiology, and classification of animals are studied with an emphasis upon the diversity of the animal world. Two lectures and one 2 hr. lab per week. Prerequisite: Bio. 101.

0401-131—Animal Science

4 hrs. cr.

A study of the fundamental principles of animal science at an introductory level. It includes kinds of livestock, related anatomy and physiology, genetics and nutrition. Also in-

COURSES OF INSTRUCTION

cludes discussion of livestock contributions to human use and needs. Three lectures and one 2 hr. lab per week.

0417-210—General Physiology (F,S)

4 hrs. cr.

A detailed study of biological function at the cell and molecular level. Physiological characteristics of both plant and animal cells will be studied. Three lectures and one 2 hr. lab per week. Prerequisite: Bio. 101, 112, 122, Chem. 102.

0411-211—Microbiology (S)

5 hrs. cr.

The structure and function of microorganisms will be studied with particular focus placed on physiological differences used in classification and the role these organisms play in the environment. Three lectures and two 2 hr. lab per week. Credit toward the biology major may include Bio. 211 or 231 but not both. Prerequisite: Bio. 101, Chem. 102 or permission of the instructor.

0412-221—Human Anatomy and Physiology (F,S)

5 hrs. cr.

Structure and function of the human body will be utilized to study both the arrangement of organs and coordination of body systems. Three lectures and two 2 hr. lab per week. Credit toward the biology major may include Bio. 221 or 306 but not both. Prerequisite: Bio. 121 or 101 and 122.

0411-231—Fundamentals of Medical Microbiology (F)

5 hrs. cr.

For students interested in paramedical professions. Topics of study include the general principles of microbiology, immunology, and host-parasite relationships of pathological organisms. Three lectures and two 2 hr. labs per week. Prerequisite: 1 course each of a college chemistry and a biological science. Credit toward the biology major may include either Bio. 211 or 231 but not both.

0401-261—Animal Nutrition

3 hrs. cr.

A study of fundamental principles of animal nutrition and practical problems of feeding livestock. Three lectures per week. Prerequisite: Bio. 131.

0401-271—Principles of Plant Propagation

3 hrs. cr.

A comprehensive study of the principles of Plant Propagation emphasizing anatomy and physiology as well as principles controlling plant growth. Technical skills such as budding, grafting, and making cuttings must be mastered. Two lectures and one 2 hr. lab per week.

0401-298—Selected Topics in Biology (F,S)

1-8 hrs. cr.

Study of special topics in Biology. Each offering of the course will be on a specific topic or topics not normally included in another course. Prerequisites: Bio. 101, 112, and 122.

0422-305—Genetics (F,S)

4 hrs. cr.

A comprehensive introduction to the principles of heredity and variations as exemplified by both higher plants and animals. Emphasis will be placed on the cytological and molecular approach to gene action, linkage, recombination and various other genetic mechanisms. Labs will primarily be designed to allow students the opportunity to experimentally work with genetic principles and develop scientific methodology. Three lectures and one 2 hr. lab per week. Prerequisite: Bio. 101, 211 or 231, and Chem. 101 (formerly Bio. 202).

0412-306—Human Physiology and Anatomy (F,S)

5 hrs. cr.

For students working on a Bachelor of Science degree. Structure and function of the human body will be utilized to study both the arrangement of organs and coordination of body systems. Lectures and labs will coincide with Bio. 221. Three lectures and two 2 hr. lab per week. Credit toward the biology major may include Bio. 221 or 306 but not both. Prerequisite: Bio. 121 or 101 and 122.

0420-310—Field Biology (F,S)**2 hrs. cr.**

The course engenders appreciation and understanding of the local flora and fauna, and provides information pertinent to preparation and preservation of specimens for laboratory use. Consists of one lecture and one 2 hr. lab per week. Prerequisite: Bio. 101 or permission of instructor. (Does not count toward any biology major).

0420-312—Environmental Biology (F)**4 hrs. cr.**

A study of environmental factors and their interactions with living things. Emphasis is placed on human ecology and wise natural resource utilization. Three lectures and one 2 hr. lab per week. Prerequisite: Phys. 100, Bio. 101, Math 110, or permission of the instructor.

0402-316—Economic Botany (F)**3 hrs. cr.**

A comprehensive study of the economic uses of plants. The present and possible future value of lower plants is covered. Emphasis is placed upon the economic aspects of higher plants from an agricultural, horticultural, and crop selection viewpoint as well as from a pharmacological, textile usage, etc. view. Three lectures a week. Prerequisite: Bio. 101 or equivalent (formerly Bio. 201).

0417-318—Cell Biology (S,Odd)**4 hrs. cr.**

A study of cell structure and function in detail. Emphasis will be placed upon both cytological anatomy and physiology. Three lectures and one 2 hr. lab per week. Prerequisite: Bio. 112, 122, 305, and Chem. 301 or consent of the instructor.

0402-322—Taxonomy of Flowering Plants (S)**4 hrs. cr.**

The relationships among selected plant groups will be studied with emphasis placed on classification and descriptions of taxa, nomenclature and concepts concerning the evolutionary sequence of various plant characters. Southwestern Missouri flora will be emphasized. Two lectures and two 2 hr. lab per week. Prerequisites: Bio. 101 and 112.

0408-331—Comparative Chordate Anatomy (F)**5 hrs. cr.**

Designed for the serious student of biology or those students planning to enter professional schools of medicine, dentistry or veterinary science. Acquaints the student with the evolutionary trends of chordate structure and development with special emphasis on the vertebrate organs and organ systems. Two lectures and two 3 hr. lab per week. Prerequisite: Bio. 101 and 122.

0421-332—Introduction to Entomology (F,Even)**3 hrs. cr.**

A study of the insects with respect to collecting methods, taxonomy, life history, morphology and evolution. Prerequisites: Bio. 101 and 122. Two lectures one 3 hr. lab per week.

0411-342—Microtechnique (Demand)**2 hrs. cr.**

A study of the principles of preserving, fixing, staining and mounting of biological materials. Prerequisites: Bio. 101 and 121. Two 2 hr. lab per week.

0407-344—Ichthyology (S,Even)**3 hrs. cr.**

A course investigating the fishes of North America with special emphasis on local species. Natural history, morphology and function of fishes in relation to man will be studied. Prerequisite: Bio. 122 or equivalent.

0408-352—Biomes (S)**2 hrs. cr.**

A study of the interactions between plants and animals in a variety of different habitats. Since an extended field trip comprises a significant portion of the study for this course, travel expenses must be paid by the student during registration. Prerequisite: Bio. 101, 112, 122, and permission of the instructor.

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0411-361—Parasitology (F,Even)

4 hrs. cr.

A systematic investigation of the numerous parasites which may be found within vertebrates. Life cycles of parasites which infect man will be emphasized. Three lectures and one 3 hr. lab per week. Prerequisite: Bio. 101, 122.

0411-362—Virology (F,Odd)

3 hrs. cr.

A study of the origin and evolution of viruses and the diseases that they cause. Molecular aspects of each phase of the virus life cycle within cells will be emphasized. Three lectures per week. Prerequisite: Bio. 211 or 231, and 305.

0408-370—Environmental Health (S)

4 hrs. cr.

A course concerned with contemporary environmental health problems and public protection measures. These will include public health disease prevention, vector control, etc. Three lectures and one 2 hr. lab per week. Prerequisite: Bio. 211 or 231, Junior standing in science or permission of instructor.

0401-371—Plant Physiology

4 hrs. cr.

An introduction to Plant Physiology emphasizing a review of the cell, plant biochemistry, regulation of plant development, and factors producing physiological stress in the plant world. Three lectures and one 2 hr. lab per week. Prerequisite: Bio. 210.

0401-381—Ornithology (S,Odd)

3 hrs. cr.

Anatomy, physiology, identification and natural history of birds, with emphasis on local forms. Two lectures and one 2 hr. lab per week. Prerequisite: One introductory course in biology or permission of instructor.

0402-402—General Ecology (S)

4 hrs. cr.

A study of plant and animal communities and their interaction within the environment. The flora and fauna of Southwest Missouri will be emphasized. Soils, climate and other major environmental factors responsible for the distribution and association of plants and animals are also considered. Three lectures and one 3 hr. lab per week. Prerequisite: Bio. 101, 112, and 322, or consent of the instructor.

0410-431—Animal Physiology (F,Even)

5 hrs. cr.

A comparative and ecological approach to the physiology of animals with emphasis placed on laboratory studies with local species. Three lectures and two 2 hr. lab per week. Prerequisite: 10 hrs. of biology. Bio. 210, 331, and Chem. 300 recommended.

0413-433—Histology (S,Even)

4 hrs. cr.

A detailed study of microscopic structure of animal tissues and organs with special emphasis on mammalian tissue. Three lecture and one 3 hr. lab per week. Prerequisite: 10 hours of zoology or consent of the instructor.

0410-442—Invertebrate Zoology (F,Odd)

5 hrs. cr.

Classification, morphology, physiology, development and evolution of the classes of invertebrate animals. Three lectures and two 2 hr. lab per week. Prerequisite: Bio. 122.

0408-456—Immunology (S,Even)

3 hrs. cr.

To provide a course for those interested in the health sciences and who wish to know more about the immune mechanism and its role in prevention of disease, hypersensitivity, and transplantation immunity. Three lectures per week. Prerequisites: Bio. 211 or 231 and 305.

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0410-462—Embryology (S,Odd)

5 hrs. cr.

Includes detailed comparisons of developmental process of members of the classes of vertebrates. Three lectures and two 2 hr. lab per week. Prerequisite: Bio. 122 and/or 331.

0401-481—Aquatic Biology

4 hrs. cr.

A course concerned with the analysis of components of freshwater systems, both impoundment and stream environments.

0498-490—Seminar (F,S)

1 hr. cr.

A faculty supervised discussion group concerned with reviews and reports covering current topics in the various fields of biology. Faculty members, as well as students, will present reviews in their various areas of interest. One meeting per week. Prerequisites: Primarily for biology majors of Junior standing or interested students with at least 15 hours of biological science.

0499-498—Seminar in Biology (F,S)

1-3 hrs. cr.

A seminar for upper division majors only. The class will meet regularly a minimum number of hours. The course is designed to give specialized instruction in some discipline of biology not covered in other courses. Prerequisite: Junior standing, 20 hours in biology and a minimum GPA of 2.5 in biology, or permission of the instructor required.

0499-499—Problems in Biology (F,S)

1-3 hrs. cr.

Consists of individual work under the supervision of a staff member, with the credit and hours to be arranged. Problems may be undertaken in any field of biology, with adequate preparation and the consent of the supervising instructor, department head and school dean. Prerequisite: A minimum GPA of 3.0 in 20 hours of biology.

GENERAL BUSINESS

School of Business Administration

Compton, Grim, Honey, Leitle, Marion, Miller, Ratliff, Tiede, Young

BACHELOR OF SCIENCE IN BUSINESS ADMINISTRATION

A student may obtain a Bachelor of Science in Business Administration in any of four majors and must complete the following requirements:

A.	General Education (see page 55)	46 hours
B.	Business Administration (Required Core)	39
C.	Business Major Requirements (Accounting, Economics and Finance, General Business, Marketing Management)	15-23
D.	Electives	24-26
		<hr/> 124 hours

B. Business Administration Core Requirements:

Acct 201	Elementary Accounting I	3
Acct 202	Elementary Accounting II	3

COURSES OF INSTRUCTION

Econ 201	Principles of Economics (Macro)	3
Econ 202	Principles of Economics (Micro)	3
GB 301	Business Law I	3
GB 320	Business Communications	3
GB 321	Business Statistics I	3
GB 337	Managerial Data Processing	3
MM 300	Principles of Marketing	3
MM 350	Principles of Management	3
Econ 350	Financial Management	3
MM 452	Business Policy	3

Required Elective. Choose one from: 3

GB 302*	Business Law II
Econ 300**	Money and Banking
GB 322	Business Statistics II
MM 441	Organizational Behavior

39 hours

*Accounting majors planning to sit for the CPA examination should take GB 302, Business Law II as a required elective.

**Students majoring in Economics and Finance may not choose Money and Banking as a required elective.

C. Major Requirement

In addition to the core requirements listed above, the requirements by major are:

Accounting Major

Acct 312	Intermediate Accounting I	4
Acct 322	Intermediate Accounting II	4
Acct 310	Cost Accounting	3
Acct 302	Advanced Accounting	3
Acct 401	Tax Accounting	3
Acct 411	Auditing	3
Acct 420	Accounting Theory	3

23 hours

General Business Major

Requires an additional 15 hours of Business and Economics courses, with at least 3 hours selected from each of the following areas:

Accounting	3
Economics and Finance	3
Marketing and Management	3
General Business	3
Electives in Business	3

15 hours

Marketing and Management Major

1) Four of the following 5 courses are required	12 hours
MM 312	Retailing
MM 352	Personnel Management

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MM 401	Promotional Strategy	
MM 412	Marketing Management	
MM 431	Production Management	
2) Electives in Business and Economics		6
		<hr/> 18 hours

Economics and Finance Major

1) Required:		12 hours
Econ 300	Money and Banking	
Econ 401	Microeconomic Analysis	
Econ 402	Macroeconomic Analysis	
Econ 411	Investments	
2) Plus 6 hours from the following:		6
Econ 302	Economic Growth and Development	
Econ 312	Economic Resources	
Econ 412	Urban and Regional Economics	
Econ 498	Seminar in Economics and Finance	
GB 322	Business Statistics II	
Hist 315	Economic History of the United States	
Geo 222	Economic Geography	
		<hr/> 18 hours

BACHELOR OF SCIENCE DEGREE IN MANAGEMENT-TECHNOLOGY

The Bachelor of Science degree with a major in Management-Technology is a transfer degree program and requires a minimum of an Associate Degree (or equivalent) in an acceptable technological field for admission to the program. The student **must** apply for admission to the program in the first semester of the junior year.

In addition to the General Education requirements for all bachelor degrees (see page 55) the B.S.M.T. degree requires the following courses:

1. Required core courses for the B.S.M.T.		
Acct 201	Elementary Accounting I	3
Acct 202	Elementary Accounting II	3
GB 301	Business Law I	3
GB 302	Business Law II	3
GB 320	Business Communications	3
Econ 201	Principles of Economics (Macro)	3
Econ 202	Principles of Economics (Micro)	3
Econ 350	Financial Management	3
MM 300	Principles of Marketing	3
MM 350	Principles of Management	3
MM 352	Personnel Management	3
		<hr/> 33 hours
2. Nine additional hours to be selected from:		9
Acct 310	Cost Accounting	
GB 321	Business Statistics I	
GB 337	Managerial Data Processing	
MM 401	Promotional Strategy	
MM 412	Marketing Management	
MM 431	Production Management	
MM 452	Business Policy	
		<hr/> 42 hours

COURSES OF INSTRUCTION

BACHELOR OF SCIENCE IN EDUCATION DEGREE

Business Education as a Single Teaching Field (Plan B)

In addition to General Education requirements (see page 155) and the Professional Education requirements of the School of Education (see page 107) the Bachelor of Science in Education degree with Business Education as a single teaching field consists of 42 semester hours:

OA 102*	Intermediate Typewriting	3
OA 200*	Advanced Typewriting	3
OA 120*	Intermediate Shorthand	3
OA 220*	Dictation & Transcription	3
Acct 201	Elementary Accounting I	3
Acct 202	Elementary Accounting II	3
Accounting.	Choose one:	3
Acct 312	Intermediate Accounting I	
Acct 310	Cost Accounting	
Acct 401	Tax Accounting	
Acct 498	Seminar in Managerial Accounting	
Econ 201	Principles of Economics (Macro)	3
Econ 202	Principles of Economics (Micro)	3
GB 320	Business Communications	3
GB 301	Business Law I	3
OA 231	Secretarial Machines	3
OA 250	Introduction to Word Processing	3
Marketing-Management.	Select one:	3
MM 300	Principles of Marketing	
MM 350	Principles of Management	
Recommended Electives (but not required)		3
OA 230	Secretarial Procedures	
GB 115	Business Math/Calculators	
	A Data Processing Course	
		<hr/> 42 hours

*Students having proficiency in typewriting and shorthand may ask to be tested. If advanced standing is granted in the subjects, the student will substitute other courses in order to meet the 42 hour requirement.

The Bachelor of Science in Education degree with Business Education as one of two teaching fields (Plan A) consists of 30 semester hours:

OA 102*	Intermediate Typewriting	3
OA 200*	Advanced Typewriting	3
OA 120*	Intermediate Shorthand	3
OA 220*	Dictation & Transcription	3
Acct 201	Elementary Accounting I	3
Acct 202	Elementary Accounting II	3
Accounting.	Select one:	3
Acct 312	Intermediate Accounting I	
Acct 310	Cost Accounting	
Acct 401	Tax Accounting	
Acct 498	Seminar in Managerial Accounting	

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Econ 201	Principles of Economics (Macro)	3
GB 320	Business Communications	3
GB 301	Business Law I	3
Recommended Electives (but not required)		3
	A Data Processing Course	
GB 115	Business Math/Calculators	
OA 231	Secretarial Machines	

30 hours

*Students having proficiency in typewriting and shorthand may ask to be tested. If advanced standing is granted in the subjects, the student will substitute other courses to meet the 30 hours requirement.

ASSOCIATE OF SCIENCE DEGREE

The School of Business Administration offers two-year programs leading to the Associate of Science degree in Accounting, General Business, and Secretarial Science.

1. Associate of Science in Accounting

The curriculum prepares students to enter public accounting firms, industry, banking, and government service as accounting assistants, Junior accountants or accounting clerks. The degree requires completion of:

a. General Education (see page 57)	24 hours
b. GB 320 Business Communications	3
GB 115 Business Math/Calculators	3
Acct 201 Elementary Accounting I	3
Acct 202 Elementary Accounting II	3
Acct 312 Intermediate Accounting I	3
Econ 201 Principles of Economics (Macro)	3
Econ 202 Principles of Economics (Micro)	3
OA 102 Intermediate Typewriting	3
or	
OA 200 Advanced Typewriting	3
Acct 310 Cost Accounting	3
MM 350 Principles of Management	3
GB 301 Business Law I	3
Acct 401 Tax Accounting	3
c. Electives. Should be selected from Business Law II, Auditing, Business Statistics I, or Seminar in Managerial Accounting.	3

2. Associate of Science in General Business

This program provides the student with the necessary background, knowledge, and skills that are needed to enter the business world at the first-level supervisory position or as owner-operators of a private business. The degree requires the completion of:

a. General Education (see page 57)	24 hours
b. GB 115 Business Math/Calculators	3
Acct 201 Elementary Accounting I	3
Acct 202 Elementary Accounting II	3
Econ 201 Principles of Economics (Macro)	3
Econ 202 Principles of Economics (Micro)	3

COURSES OF INSTRUCTION

GB 301	Business Law I	3
GB 302	Business Law II	3
MM 300	Principles of Marketing	3
MM 350	Principles of Management	3
Electives:	Selected electives from the business areas of personnel management, promotional strategy, retailing, salesmanship, and business communications. Selections from psychology and computer science are also valid.	11

3. Associate of Science in Secretarial Science

The secretarial science program prepares the student for the position of professional secretary. The degree requires completion of:

a. General Education (see page 57)		24 hours
Acct 201	Elementary Accounting I	3
GB 301	Business Law I	3
GB 320	Business Communications	3
OA 200	Advanced Typewriting	3
OA 220	Dictation and Transcription	3
OA 230	Secretarial Procedures	3
OA 231	Secretarial Machines	3
OA 240	Records Management	3
OA 250	Introduction to Word Processing	3
Electives:	Electives may include prerequisite courses to OA 200 and OA 220 if needed. Others should be selected from Principles of Management, Accounting, Economics, General Psychology, Business Math, Introduction to Data Processing.	12

CERTIFICATE OF ACHIEVEMENT

Secretarial Typist

A one-year secretarial certificate program that provides students with training essential to obtaining employment as a secretarial-typist. Successful completion of the required curriculum entitles the student to a Certificate of Achievement.

The certificate requires the completion of:

OA 120	Intermediate Shorthand	3
OA 102	Intermediate Typewriting	3
GB 115	Business Mathematics/Calculators	3
Acct 201	Elementary Accounting I	3
Eng 101	Composition	3
GB 320	Business Communications	3
OA 200	Advanced Typewriting	3
OA 220	Dictation and Transcription	3
OA 231	Secretarial Machines	3
SP 100	Speech	3

0501-101—Introduction to Business (F,S)

3 hrs. cr.

An introductory course in modern American business, including a study of the capitalistic system, ownership and organization, management problems, marketing, finance, law and taxation.

GENERAL BUSINESS

0501-115—Business Mathematics/Calculators (F,S)

3 hrs. cr.

A review of the fundamental processes of mathematics as applied to business. It also includes common and decimal fractions, percentages, markup, interest, bank discount, compound interest, annuities, insurance, payrolls, taxes, and financial statements. It should be taken concurrently with or precede accounting. Students learn how to use modern electronic calculators on the solution of business mathematics problems.

0506-301—Business Law I (F,S)

3 hrs. cr.

A study of Common law principles and statutes, particularly the Uniform Commercial Code, as they relate to American business. The course includes a brief overview of Criminal Law and Tort Law, Government Control and Regulation, Secured Transactions, Insurance, Bankruptcy, Agency and Employment, Partnerships, Corporations, Real Property and Estates. Prerequisite: Jr. Standing.

0506-302—Business Law II (F,S)

3 hrs. cr.

A study of Common law principles and statutes, particularly the Uniform Commercial Code, as they relate to American business. The course includes a brief overview of Criminal Law and Tort Law, Government Control and Regulation, Secured Transactions, Insurance, Bankruptcy, Agency and Employment, Partnerships, Corporations, Real Property and Estates. Prerequisite: Jr. Standing.

0501-320—Business Communications (F,S)

3 hrs. cr.

The study of communication through sound written and oral business messages. Includes principles, functions, techniques, and format of writing effective letters, memos, and reports with emphasis on the application process. (Prerequisites: 6 hrs. English Composition or consent of instructor.)

0503-321—Business Statistics I (F,S)

3 hrs. cr.

Business Statistics I is the introduction to the basic concepts of descriptive and inferential statistics and to the methods of statistical analysis as they apply to business decision making. Topics studied include: frequency distribution; measures of central tendencies and dispersion; simple regression and correlation analysis; time series and seasonal analysis; probability concepts; sampling methods; sampling distributions; and estimation procedures. Prerequisite: Math 130, 131 or higher.

0503-322—Business Statistics II (F,S)

3 hrs. cr.

A study of methods of statistical analysis relating to business decision making and research in business and economics. Covers sampling theory, parametric test of hypotheses, analysis of variance, nonparametric test of hypotheses, statistical quality control, decision making under uncertainty, index numbers, and other selected statistical techniques. Prerequisite: Business Statistics I.

0506-337—Managerial Data Processing (F,S)

3 hrs. cr.

Study of the application of automatic information processing to business, the media for recording, processing, and controlling of business information by the automatic process, and the formats and flow of data through electronic computers with simulated problems applicable to areas of Accounting, Management, and Marketing. Prerequisite: Junior standing in Business Administration and MM 350.

0502-401—Tax Accounting (See Accounting 401) (F,S)

3 hrs. cr.

0501-410—Small Business Management Practicum (F,S)

3 hrs. cr.

A practical course designed to provide students experience in solving real problems in an actual business environment. Students provide counseling to small business firms through cases referred by the Small Business Administration. Course may be repeated to a total of six hours of credit. Prerequisite: Second semester Junior or Senior standing in Business Administration and permission of the instructor. Application for admission to the course is required.

COURSES OF INSTRUCTION

0506-411—Labor Law (Demand)

3 hrs. cr.

A study of significant legislation and the accompanying case decisions which have a major impact on labor/management relations. The primary emphasis of the course is on the Labor-Management Relations Act, as amended, with special attention being given to establishment of the bargaining unit and unfair labor practices on the part of both labor and management. Secondary emphasis is on Fair Employment practices. Prerequisite: Jr. Standing.

0599-498—Seminar in General Business (demand)

1-3 hrs. cr.

A seminar for upper division general business or related majors with topics to be announced each time the course is offered. Prerequisite: Senior standing or permission. Examples of seminars offered in the past are:

498-Seminar in Office Machines

498-Seminar in Career Orientation

498-Seminar in Consumer Behavior

0599-499—Independent Study in General Business (demand)

1-3 hrs. cr.

Individually directed readings, research, and discussions in selected areas of general business for advanced majors. Scope, depth, area of concentration and credit to be arranged upon entry into course. Offered by arrangement. Prerequisite: Permission and 3.00 G.P.A.

CHEMISTRY

School of Arts and Sciences Department of Physical Science

Baiamonte, Department Head; Albright; Kash; Malzahn; Mosher; Whittle

Degrees Prepare Students for: Graduate School, Professional Schools, High School Teaching, Chemists in Industrial Laboratories.

Requirements for a major in Chemistry for the Bachelor of Arts degree are 28 semester hours in Chemistry including Chem. 101, 102, 201, either Chem. 300 plus 8 upper division semester hours in Chemistry (excluding Chem 301) or Chem. 301 and 302 plus 3 upper division semester hours in Chemistry (excluding Chem. 300). Additional requirements are 8 semester hours in Physics including Phys. 151 and 152, and 5 semester hours in Mathematics including Math 140 or 150. A Bachelor of Arts degree is for students who desire some knowledge of Chemistry as a basis for work in other fields, but who do not expect to become professional chemists.

Requirements for a major in Chemistry for the Bachelor of Science degree are 33 semester hours in Chemistry including Chem. 101, 102, 201, 301, 302, 401 and 402. Additional requirements are 10 semester hours in Physics including Phys. 250 and 260, and 10 semester hours in Mathematics including Math 150 and 250.

Requirements for a major in Chemistry for the Bachelor of Science in Education degree with Chemistry as one of two teaching fields (Plan A) are 27 semester hours in Chemistry including Chem 101, 102, 201, 301, 302, and 499 (2 hrs.). Additional requirements are 5 semester hours in Physics including Phys.151, 4 semester hours in Biology including Bio. 312, and 5 semester hours in Mathematics including Math 140 or 150. See page 107 for teacher education requirements.

Requirements for a major in Chemistry for the Bachelor of Science in Education degree with Chemistry as the only teaching field (Plan B) are 31 semester hours in Chemistry including Chem. 101, 102, 201, 301, 302, 401 and 499 (2 hrs.). Additional requirements are 10 semester hours in Physics including Phys.

250 and 260, 4 semester hours in Biology including Bio. 312, and 10 semester hours in Mathematics including Math 150 and 250. See page 107 for teacher education requirements.

General Education requirements can be met with any 5 semester hour Chemistry course.

1905-100—Introductory Chemistry (F,S)

5 hrs. cr.

The basic principles and practical applications of inorganic, organic and biochemistry which satisfies either the general education science requirement or the needs of students in certain health-related programs. Three lectures, one 3-hour laboratory, and one recitation session per week. Prerequisite: Math 30 or satisfactory score on the Mathematics Placement Test.

1905-101—General Chemistry I (F,S)

5 hrs. cr.

Introduction to theories of chemistry with emphasis on the relationship of structure to properties of matter and the quantitative aspect of these changes. Three lectures, one 3-hour laboratory, and one recitation session per week. Prerequisite or corequisite: Math 140 or higher level math course.

1905-102—General Chemistry II (F,S)

5 hrs. cr.

A continuation of Chem. 101. Emphasis on the dynamics and thermodynamics of chemical processes and on the properties and reactions of analogous groups of cations and anions. Three lectures, one 3-hour laboratory, and one recitation session per week. Prerequisites: Chem. 101 with a minimum grade of C or permission of instructor and Math 140 or higher level math course.

1909-201—Analytical Chemistry I (F)

5 hrs. cr.

The standard first course in quantitative chemical analysis. The lecture and laboratory include volumetric, gravimetric, potentiometric and spectrophotometric methods of analysis. The emphasis in this course is on the interpretation of experimental data. This course, when followed by Chem. 421, constitutes a year's sequence in analytical chemistry. Three lecture and two 3-hour laboratories per week. Prerequisite: Chem. 102.

1907-300—Introduction to Modern Organic Chemistry (S)

5 hrs. cr.

The basic principles of organic chemistry—nomenclature, structure, properties, stereochemistry, reactions—will be studied by the functional group approach. Designed for students who require a general knowledge of organic chemistry in their chosen career or as a background for other courses in technical or professional training programs. Three lectures, one 3-hour laboratory, and one recitation session per week. Prerequisite: Chem. 102.

1907-301—Organic Chemistry I (F)

5 hrs. cr.

Deals with both aliphatic and aromatic compounds, their nomenclature, properties, reactions and stereochemistry. The functional group approach is used: hydrocarbons (saturated, unsaturated, aromatic) and their derivatives are studied. A brief introduction to organic spectroscopy is included in this course. Three lectures, one 3-hour laboratory, and one recitation session per week. Prerequisite: Chem. 102.

1907-302—Organic Chemistry II (S)

5 hrs. cr.

A continuation of Chem. 301. The functional group approach is continued: Alcohols, aldehydes and ketones, carboxylic acids, amines and polyfunctional compounds are covered. A mechanistic treatment of substitution, elimination, addition, and free radical reactions is employed. Organic spectroscopy is emphasized in lecture and laboratory. Three lectures, one 3-hour laboratory, and one recitation session per week. Prerequisite: Chem. 301.

COURSES OF INSTRUCTION

0414-351—Biochemistry (F)

4 hrs. cr.

Fundamental concepts of the chemistry of lipids, carbohydrates, and proteins with emphasis on the physiological aspects of these compounds. The interrelationship of these compounds in living systems will be presented through bioenergetics and reaction pathways. Three lectures and one 3-hour laboratory per week. Prerequisite: Chem. 300 or 302.

1908-401—Physical Chemistry I (F, Odd)

4 hrs. cr.

The laws of thermodynamics are developed and are then used to explain the relationships between properties of systems at equilibrium. The ideas of thermodynamics are first applied to equilibria between different phases and then to chemical reactions. Three lectures and one 3-hour laboratory per week. Prerequisites: Math 250 and Phys. 260.

1908-402—Physical Chemistry II (S, Even)

4 hrs. cr.

A continuation of Chem. 401. A microscopic approach to the understanding of chemical and physical properties of chemical systems and a study of the rates at which chemical and physical processes occur. Studies of: quantum theory, molecular electronic structure, molecular spectroscopy, statistical mechanics, kinetic theory of gases, and chemical kinetics are included. Three lectures and one 3-hour laboratory per week. Prerequisite: Chem. 401.

1909-421—Analytical Chemistry II (S)

5 hrs. cr.

A study of the overall analytical process. The lecture and laboratory deal mainly with electrochemical and spectrophotometric methods of analysis and their application in chemical analysis but also include other physiochemical and separatory techniques used in modern analytical processes. Three lectures and two 3-hour laboratories per week. Prerequisite: Chem. 201.

1906-422—Advanced Inorganic Chemistry (F, Even)

4 hrs. cr.

Modern inorganic chemistry with emphasis upon coordination complexes, periodic classification of the non-transitional and transitional elements. Three lectures and one 3-hour laboratory per week. Prerequisites: Chem. 102 and Math 250.

1907-472—Organic Qualitative Analysis (S, Odd)

4 hrs. cr.

Systematic identification of organic compounds and mixtures. Two lectures and two 3-hour laboratories per week. Prerequisite: Chem. 302.

1999-498—Seminar (F,S)

1-3 hrs. cr.

A seminar for upper division chemistry majors. The content of the course, depending on the student's needs, will vary from library research to special topics in chemistry. Prerequisite: senior standing or permission of the department head.

1999-499—Independent Study (F,S)

1-3 hrs. cr.

Independent investigation techniques; includes a paper upon a selected topic with both a critical survey of the chemical literature and results from advanced laboratory experimentation. Open to student having (1) a minimum of 15 hours of chemistry, (2) the ability to undertake independent work, and (3) permission of the instructor. Registration must be approved by the advisor, department head, and school dean.

COMMUNICATIONS

School of Arts and Sciences

Massa, Department Head
Bodon, Carney, Cornwell, Finton, Peterson, Short

The Department of Communications includes many of those interrelated academic disciplines and skills which have to do with the theory and practice of human communication. Course offerings and degree programs are designed to help students learn to communicate and receive ideas, facts, and feelings effectively and creatively in English and languages other than English. (See also course listings under Foreign Languages.) Employment in public relations, personnel, sales, speech writing, on the staffs of newspapers and broadcasting stations, and in government service are among the opportunities available for graduates of the Department of Communications. Preparation for teaching and for graduate study is given also.

(IMPORTANT: See Page 182)

A major in communications for the Bachelor of Arts degree is offered with two options: Speech Communications and Public Communications. The requirement for each option includes both a common core of 12 semester hours made up of Comm. 100, 101, 120 and 215 and 3 semester hours of a foreign language beyond that required for the Bachelor of Arts degree.

For Option 1, Speech Communication, additional requirements are 35 semester hours. Included are Comm. 102, 131, 210, 212, 213, 300, 411, 4 semester hours of Forensic Workshop including 2 upper division hours, 4 semester hours of upper division communication electives and Th. 331 and 332.

For Option 2, Public Communications, additional requirements are 35 semester hours. Included are Comm. 310, 345 and 24 semester hours of communication electives which must include at least 1 upper division semester hour. All 24 hours of electives must be chosen with prior written approval by an advisor in communications. It is recommended that electives outside of communication be chosen from upper division courses in history, political science, sociology, business and psychology.

Requirements for a major in speech and theatre for the Bachelor of Science in Education degree with speech and theatre as the only teaching field (plan B) are 44 semester hours in speech and theatre. Included are Comm. 210 or 215, 212, 213 and 2 semester hours of forensic workshop; Th. 142, 331, 332, 351, and 2 semester hours of theatre laboratory; and 19 semester hours of additional courses in speech and/or theatre including 3 upper division semester hours. The 19 hours must be approved in advance by the student's advisor who must be selected from either the area of speech or theatre. See page 107 for teacher education requirements.

The education major who desires state certification in journalism must have certification in another secondary teaching field and must have 21 hours in the following courses: Comm. 111, 120, 233, 310, 302, 312, and 220 for 3 semester hours. It is recommended that news media experience be included in the student's program as an addition on a credit or non-credit basis.

Students who wish to seek admission to a professional school of journalism in their junior year consult with the head of the Department of Communications. Such students must have 13 hours in one foreign language, 6 hours of English composition, 6 hours of literature, 6 hours of economics, 3 hours of American history, 3 hours of U.S. National, State, and Local Government; one course in a laboratory science; and a total of 61 hours, excluding any hours in military

COURSES OF INSTRUCTION

science, journalism, or health, physical education, and recreation. A 2.75 grade point average is required. A student seeking admission to a professional school of journalism, however, is expected to consult the catalog of the specific school to which application will be made to determine additional requirements.

Comm. 100, is a prerequisite to all speech communication courses except Comm. 131 and 303.

General education requirements in speech may be met by any one of the following courses: Comm. 100, 131, or 303.

1506-100—Speech Techniques (F,S) 3 hrs. cr.

Fundamental principles of oral communications; designed to improve or to develop self-expression. Emphasis is placed on effective oral communications, principally organization and delivery. (Meets general education requirements.)

1506-101—Introduction to Human Communication (F) 3 hrs. cr.

Basic survey of the scientific approaches to human symbolic exchange. Preparation for entering the field of communications. (Will not meet general education requirements.)

1506-102—Public Speaking (S, Odd) 3 hrs. cr.

Practice in preparation and delivery of impromptu and extemporaneous speeches. Prerequisite: Comm. 100.

0602-111—Newswriting (F,S) 3 hrs. cr.

Development of techniques in reporting and writing for a newspaper. Editing, copy reading, and proofreading. Work on the college newspaper, **The Chart**, is required.

0602-120—Mass Communications Theory (S) 3 hrs. cr.

Principles, history and development of the media and their role in political, social, and economic life of the present.

**1506-121, 122, 221, 222, 321, 322, 421, 422
Forensics Workshop (F,S) (Per sem.) 2 hrs. cr.**

A practicum in the area of forensics, including research, organization, and presentation of the current debate proposition along with development and presentation of individual events.

0602-130—Introduction to Broadcasting (S) 3 hrs. cr.

The role of the electronic media in our society and an introduction to the varied aspects and functions of the broadcasting profession. Laboratory experience in television.

1506-131—Voice and Articulation (F,S) 3 hrs. cr.

Techniques for improving the speaking voice. Attention to phonetics, articulation, pronunciation, and general expression. (Meets general education requirements.)

0602-200—Radio Workshop (F) 4 hrs. cr.

Development of announcing skills. Exercises in microphone techniques. Introduction to control board. Basic production techniques. Development of radio station's staff requirements and responsibilities. Introduction to programming and formats. Project programs are taped for analysis. Two hours of lectures, four hours of laboratory per week. Prerequisite: Comm. 130.

0602-201—Television Workshop (S) 4 hrs. cr.

Intensive practice in preparation and production of television programs. Camera techniques, floor set-ups, and direction of crews and talent. Interviewing techniques. Development of varied "on-the-air" skills. Two hours of lectures, four hours of laboratory per week. Prerequisite: Comm. 200.

COMMUNICATIONS

1506-210—Discussion Techniques (F) 3 hrs. cr.

The nature of small groups. Emphasis upon task groups with special consideration given to group roles, group leadership and effective participation in various types of discussion groups.

1506-212—Oral Interpretation (S) 3 hrs. cr.

Reading aloud effectively; training in voice improvement, platform techniques, selection criteria, and audience analysis.

1506-213—Argumentation and Debate (S, Odd) 3 hrs. cr.

The theory of the modern forms of evidence, evaluations, arguments, methods of refutation, and ethical relationships of these methods in a free society.

1506-215—Interpersonal Communication (F) 3 hrs. cr.

Person-to-person communication with emphasis on dyadic and group communication. Lecture, reading, and discussion with class experiments designed to illustrate interpersonal communication problems. Prerequisite: Speech Techniques (Comm. 100) or Voice and Articulation (Comm. 131.)

0602-220—Practical Journalism (F,S) (Per sem.) 1 hr. cr.

Laboratory experience on the staff of the college newspaper or the college yearbook. Intensive participation in reporting, editing, make-up, and paste-up. Students must participate fully in the work of the publication. One hour of credit each term for maximum of three terms. Prerequisite: Comm. 111 or consent of instructor.

0602-225—Broadcast News Reporting (F) 3 hrs. cr.

Experience in writing and reporting news for broadcast. Interview assignments, wire rewriting, actualities/voice production, and newstape editing. Prerequisite: Comm. 111.

0602-231—Feature Writing (F) 3 hrs. cr.

Investigative reports and special articles for newspapers and magazines. Work on the college newspaper is required. Prerequisite: Comm. 111 or consent of instructor.

0602-233—Editing and Editorial Writing (F) 3 hrs. cr.

Principles of copy reading and editing, design of newspaper. Paste-up techniques. Students work in positions of major responsibilities on the college newspaper, *The Chart*. Prerequisite: Comm. 111.

0602-298—Selected Topics in Communications (Demand) 1-8 hrs. cr.

Each offering is in a topic not normally included in another course. Prerequisites are determined by the department and stipulated in syllabus.

1506-300—Speech Analysis (S, Odd) 3 hrs. cr.

The interface between communication theory and organizational structure. Emphasis upon communication problems in organizations, strategies for overcoming such problems and the design of effective communication systems in organizational settings.

0602-301—Broadcast Management (S) 3 hrs. cr.

Broadcast station administration, market analysis, policy determination, station organization, sales, programming, network relationships, community involvement, and FCC responsibilities.

0602-302—Photocommunications (Demand) 3 hrs. cr.

Theory and practice of communication through the media of photography. Students work on the photography staffs of college publications and deal with the application of photography to the mass media. Prerequisite: Comm. 111 and a knowledge of photographic techniques, including developing and printing.

COURSES OF INSTRUCTION

1506-303—Business and Professional Speech (F,S) 3 hrs. cr.

A performance oriented opportunity designed to meet the speaking needs of the non-academic world. (Meets general education requirements.)

0602-310—Communication Law (Demand) 3 hrs. cr.

Statutes, administrative regulations, and court decisions affecting freedom of information, censorship, libel, privacy, contempt of court, obscenity, legal access, copyright, advertising, and broadcasting. Rights, privileges, and obligations of the press.

0602-312—Scholastic Publications (S,Even) 3 hrs. cr.

Editorial and production practices of school newspapers and yearbooks. The role of the publications advisor. Advanced publication work on the college newspaper or yearbook. Prerequisite: 12 hours in media courses.

0602-345—Internship in Communications (Summer) 8 hrs. cr.

Work experience in areas related to professional goals of students. For advanced majors in communications. Students must be approved for the program prior to enrolling. The student works under joint supervision of a faculty member and a representative of the organization providing the intern experience. Prerequisite: Communications major and approval of the department head.

**1506-411—History and Criticism of
Modern Public Address (S,Even) 3 hrs. cr.**

A critical analysis of speakers and speeches selected to present the characteristic ideas of leading social and political developments in national and international affairs; includes lecture, reading, and discussion.

1506-495—Performance in Communication (Demand) 3 hrs. cr.

Supervised individual projects in interpretation, forensic theory, contemporary communication situations, or mass communication influences. Prerequisite: Permission of department head.

1506-498—Seminar in Speech Communication (F, Even) 3 hrs. cr.

For upper-division students. Topics to be announced each time the course is offered.

0602-498—Seminar in Public Communication (Demand) 1-3 hrs. cr.

For upper-division students. Topics to be announced each time the course is offered. Prerequisite: Senior standing and at least 15 hours of communications courses. Juniors may enroll with permission of instructor.

**1506-499—Independent Study in Speech Communication
(F,S) 1-3 hrs. cr.**

An independent course structured by the advisor with approval of the department head and school dean. Prerequisite: Advanced standing in the major field with a grade point average of 3.0 or approval of department head. Registration must be approved by advisor, department head and school dean.

**0602-499—Independent Study in Public or
International Communication (Demand) 1-3 hrs. cr.**

Individually directed study in selected areas for advanced majors in communication. Prerequisite: A grade point average of 3.0 in the major field and 15 hours of communications. Registration must be approved by the advisor, department head and school dean.

COMMUNICATIONS

Communication Disorders

0815-371—Introduction to Speech Science (Demand) 3 hrs. cr.

The anatomy, psychology, and physics of speech including the examination of key research on the scientific bases, and the theories and controversial concepts for personal identity and for social control.

0815-492—Principles and Techniques of Speech Correction (S) 3 hrs. cr.

The nature, causes, diagnosis and treatment of speech defects of children and adolescents, primarily for the classroom teacher. Recommended for all students preparing to teach in any field.

COMPUTER SCIENCE

School of Technology

Cragin, Calicott, Mammen, Zwahlen

The increasing use of computers in business, science, and industry has created many opportunities for employment in banking, business, industry, and various governmental agencies. There are currently four programs offered:

1. The ASSOCIATE OF SCIENCE DEGREE IN COMPUTER PROGRAMMING is oriented toward Business/Management Programming. It requires completion of the General Education Courses (see page 57), plus the following: Acct 201, 202 and 312 or 310; Comp 100, 120, 240, 250, 300 and two from 110, 230, 234; Econ 201 and 202, GB 321; and Math 131 or 130 or 140. This is a two-year program.

2. The ASSOCIATE OF SCIENCE DEGREE IN ELECTRONIC DATA PROCESSING COORDINATION prepares the graduate for employment in a typical data processing installation. Its orientation is toward Office Administration and general secretarial work related to Data Processing. It requires completion of the General Education courses (see page 57), plus the following: Acct. 201 and 202; Comp. 100, 110, 120 and 230; Econ. 180; GB 321; Math 131 or 130; OA 250; and four courses elected from among the following: GB 320, 301, 302, and 337; Comp. 300; MM 300, 350 and 352; OA 111, 200, 231 and 230. This is a two-year program.

3. The ASSOCIATE OF SCIENCE DEGREE IN COMPUTING ANALYSIS is oriented toward Science/Engineering Programming. The programmer confers with engineers, scientists or management in the development of efficient solutions to problems. It requires completion of the General Education courses (see page 57), plus the following: Comp. 120, 220, 230, 240 and 250; Math 150, 250, 260, 322, 310 or 361 and 431 or 350; Phys. 250 and 260. This is a two-year program.

4. The DATA PROCESSING CERTIFICATE program serves two purposes: to prepare the student for employment in a typical data processing installation; or, to supplement his primary preparation in another area. The certificate requires completion of Eng. 101; Math 130, or 140, or 131; Comp 120; two from Comp 110, 230, 234, 240; one additional General Education Elective; and two from the student's general area(s) of interest (e.g. Business). This is a one-year program.

COURSES OF INSTRUCTION

5101-100—Introduction to Data Processing (F,S) 3 hrs. cr.

Illustrates need for machines in accounting and record keeping, and demonstrates the concept, power and flexibility of the unit record. Includes unit record machine functions, elements of machines; card punch verifier, interpreter, sorter, reproducing punch, collator, tabulators, and calculators. Introduction to number systems. Basic problem analysis and logical block diagramming. Familiarization with higher-level programming languages. Three 1 hour lectures per week.

5102-110—Key Punch/Data Entry Operations (F,S) 3 hrs. cr.

Preliminary emphasis on basic mastery of the keyboard and the mechanism of data entry devices. Latter portion of the course places emphasis on speed and accuracy in data entry and verification. Three one hour lectures per week.

5103-120—Introduction to Programming (F,S) 3 hrs. cr.

An introduction to digital computers which includes: Basic principles, systems theory, decimal systems, arithmetic operations, self-complementing codes and other coding systems, computer logic, systems components, general block diagram and program functions, high speed memory, programming essentials, and solution of simple data processing problems. Two 1 hour lectures; 2 hours of laboratory per week. Prerequisites: Comp. 100 and Math 130 or 131, or consent of instructor.

5103-130—Elementary Programming (F) 3 hrs. cr.

An introductory course utilizing a popular programming language. Familiarization with various computer language dialects is a goal. Basic principles, numbering systems, arithmetic operations, coding systems, computer logic, and programming functions will be developed. Lecture three hours per week. Labs by arrangement. Prerequisite: Math 130, 131, or higher math course.

5104-220—Analog Methods and Simulation Techniques (S) 3 hrs. cr.

Methods and techniques of solving systems of simultaneous differential equations on electronic analog computers, and digital computers. Includes the principles of multiplication and division and simulation of non-linear devices and systems, block diagramming of systems, familiarization with Laplace methods, transfer functions. Certain design problem applications will be treated. Prerequisite: Math 250.

5103-230—Advanced Programming (F,S) 3 hrs. cr.

Functions and capabilities of digital computers. Special techniques and methods essential to becoming a programmer. Includes applications, systems, special subroutines. Two one hour lectures and three one hour laboratories per week. Prerequisite: 5103-120 (Intro. to Programming).

5103-234—Business Data Processing Techniques (S) 3 hrs. cr.

Methods and techniques of solving business related problems using business oriented programming languages on a digital computer, including payroll systems, inventory control, billing systems, sorting techniques, and file maintenance. Prerequisite: 5103-120 (Intro. to Programming).

5104-240—Statistical Computer Applications (F,S) 3 hrs. cr.

A continuation of programming technique development. Principles presented in previous courses will be employed in this course. Emphasis will be placed on non-routine types of applications, including quality control, statistics, curve-fitting, forecasting, etc. Latter portion of course involves individual projects with oral and written reporting. Two one hour lectures, open laboratories by arrangement. Prerequisite: 5103-120 (Intro. to Programming).

5103-250—Principles of Digital Computing Machines (F,S) 3 hrs. cr.

Provides the necessary foundation for study of computing machines. Includes the concepts of notation, binary system, octal system, systems conversions, representation of a

COMPUTER SCIENCE

number with an arbitrary base, fixed and floating point numbers, precisions, switching circuits. Boolean Machines and other discrete Mathematical topics. Three one-hour lectures per week; laboratories by arrangement. Prerequisite: 5103-120 (Intro. to Programming).

5104-298—Selected Topics in Computer Science (demand) 1-8 hrs. cr.

Study of special topics in Computer Science. Each offering of a course will be on a special topic or topics not normally included in another course. Prerequisites will be specified by the department in a syllabus.

5104-300—Systems Analysis and Design (F,S) 3 hrs. cr.

Business systems analysis, design, development and implementation. Designed to guide the student through the evolution of a system-project initiation, analysis and documentation of present information flow, developing systems specifications, design of new systems including security and controls, selection of hardware, programming and testing the system, preparing for and implementing the system, and operational evaluation. Tools of systems analysis studied include interview, questionnaire, observation, flow charting, organizational charting, presentation techniques, reporting, scheduling, forms design, and work sampling. Three one-hour lectures plus laboratories by arrangement. Prerequisite: 5103-230 (Advanced Programming).

5104-498—Seminar in Computer Science (demand) 1-3 hrs. cr.

A seminar for students vocationally oriented toward automated data processing. The course content will depend on the needs of the attendees. Prerequisites: 60 hours college credit with a grade point average of 3.0 or permission of the department head.

5104-499—Independent Study (demand) 1-3 hrs. cr.

An independent study course structured by the adviser with approval of the department head. Prerequisite: 60 hours credit with a grade point average of 3.0. Registration in the course must be approved by the adviser and the department head.

CRIMINAL JUSTICE ADMINISTRATION

School of Technology

Seneker, Mosher, Richards, Spurlin, Terry, Whittle, Williams

Two degree options are available, the Associate of Science Degree in Law Enforcement (See page 57) and the Bachelor of Science in Criminal Justice Administration. Students seeking either degree must first schedule a conference with the program director.

The B.S. in Criminal Justice Administration is designed for persons planning careers in law enforcement, juvenile justice, corrections, probation and parole, private or industrial security, federal investigative agencies, related positions, and when combined with the ROTC program, for Military Police officers. Many of these positions have requirements relating to physical condition and integrity of personal background with which the student should become familiar.

The Bachelor of Science degree in Criminal Justice Administration requires the completion of the required General Education courses and the following: 22 hours of required CJAd courses, LE 100, LE 110, LE 250, LE 150, LE 210, LE 290, CJAd 490. Plus an additional 14 hours of CJAd electives and the following supporting courses, all selected with adviser approval: 3 hours upper division Political Science; Soc 110, Soc 210, Soc 351 and 6 hours other sociology courses; Psych 100 and 6 additional hours of psychology; 18 hours of elective courses chosen with adviser approval for a total of 124 semester hours. Students taking LE 190 are not eligible for CJAd 490. This curriculum constitutes a 15 hour supportive area in Sociology.

COURSES OF INSTRUCTION

2105-130—Introduction to Security (S)

3 hrs. cr.

Overview of the security industry and its role in loss prevention. Public vs. private security roles for retail business, industrial, and governmental protection. Basic principles such as target hardening, current problems.

2105-210—Basic Photography (F)

3 hrs. cr.

Lecture and laboratory procedures for use of cameras, lenses, developing negatives and prints and enlarging. Prerequisite: Phys. 100 or consent.

2105-230—Physical Security (S)

3 hrs. cr.

Physical aspects of the security industry and its role in loss prevention for retail business, industrial, and governmental protection. Consideration of barriers and perimeter protection, alarm systems, computer and hazardous materials protection, survey techniques.

2105-300—Criminal Investigation II (S)

3 hrs. cr.

Major case investigative methods, sources of information, development of leads, methods applicable to organized crime and specific offenses. Prerequisite: LE 200.

2105-310—Traffic Accident Investigation & Controls (F)

3 hrs. cr.

Theory and techniques for investigation and reducing occurrence of motor vehicle accidents, collection and evaluation of physical evidence and reporting. Prerequisite: 3 hrs. college level mathematics.

2105-320—Probation and Parole (S)

2 hrs. cr.

Study of presentence investigation methods, predicting parole behavior, supervisory practices, legal aspects. Prerequisite: LE 100, Soc. 110.

2105-330—Loss Prevention Techniques (F)

3 hrs. cr.

Security techniques in loss prevention, for retail business, industry, governmental protection, hotel and motel, hospital, school, transit systems and utilities. Prerequisites: CJAd 130, CJAd 230.

2105-331—Administration of Security Systems (demand)

3 hrs. cr.

The security administrator's role in business, industrial, and governmental protection. Organizing, training, managing and designing security programs. Prerequisites: CJAd 130, LE 110, LE 290, Econ 180.

2105-340—Basic Color Photography (S)

3 hrs. cr.

Photography applied to the Basic Color Theory concepts used in the production of color transparencies. Laboratory fee. Prerequisite: CJAd 210 or permission.

2105-410—Juvenile Procedures (F)

3 hrs. cr.

Juvenile and family court procedures and substantive law as it applied to the youthful offender. Procedures for juvenile officers such as collection of evidence, taking into custody, and development of the case. Prerequisite: LE 210 or consent.

2105-411—Juvenile Corrections (S)

3 hrs. cr.

Overview of the design and legal requirements of juvenile correctional institutions, including an analysis of the juvenile interstate compact laws, and management principles of juvenile correctional institutions. Prerequisites: Soc. 312, CJAd 410.

2105-450—Criminal Evidence (S)

3 hrs. cr.

Study of the rules of evidence, admissibility, presumptions, inferences, burden of proof, exceptions to the hearsay rule. Prerequisite: LE 210, LE 250.

CRIMINAL JUSTICE ADMINISTRATION

2105-490—Internship in Criminal Justice (Arr.) **6 hrs. cr.**

Extensive practical experience with an area Criminal Justice agency, subject to individual committee approval. Not open to those who have taken LE 190. Prerequisite: Junior standing CJAd majors and consent.

2105-298—Special Topics in Criminal Justice Administration (demand) **1-8 hrs. cr.**

Course content varies and is designed to meet current needs and interests in the rapidly changing field of Criminal Justice Administration. Precise topics are announced, and prerequisites are stipulated in the course syllabus.

2105-498—Seminar in Criminal Justice (demand) **1-3 hrs. cr.**

A survey of current advances in the field. Precise topics to be announced, for upper division majors in CJAd or those who have completed the A.S. degree in law enforcement. Prerequisite: consent of instructor.

2105-499—Independent Study in Criminal Justice (Arr.) **1-3 hrs. cr.**

Individually directed study for advanced majors in areas of criminal justice selected with adviser approval. Proposal must be approved by program director and school dean. 3.5 grade average in major area or consent required.

DENTAL ASSISTING

School of Technology

Gremling, Karst, Noirfalise

Missouri Southern State College offers a planned two semester curriculum in the field of Dental Assisting. Graduates of this program are eligible to take the examinations required for certification as a Certified Dental Assistant.

The Dental Assisting curriculum is a limited enrollment curriculum, therefore admission to the College does not automatically convey admission to this program, however eligibility for admission to the College must be established before consideration for admission to Dental Assisting can be given. Applications for admission to Dental Assisting should be submitted to the Dental Programs Office before May 1. Information regarding admission requirements to the Dental Assisting curriculum may be obtained from the Director of Dental Programs.

Dental Assisting courses must be taken in the prescribed order. A deficient grade (D or F) in a dental assisting course may prevent the student from enrolling in the next prescribed course.

Completion of this program requires the completion of all Dental Assisting (5202) courses plus other courses indicated in the suggested order of study.

5202-100—Dental Science I (F) **3 hrs. cr.**

An introduction to human anatomy and physiology with emphasis on the head and neck region. Includes dental anatomy with a detailed study of cusps, grooves, roots, ridges, and their relationship to occlusion. Three lectures per week.

5202-120—Dental Laboratory Procedures I (F) **3 hrs. cr.**

This course is a study and practicum in pouring of plaster and stone casts, the preparation of restorative and impression materials, plus the use of dental equipment. Two lectures; two laboratory per week.

COURSES OF INSTRUCTION

5202-130—Dental Orientation (F) 2 hrs. cr.

Orientation to the dental profession including organizational structure, ethics and legislature, and philosophy of dental prevention. Clinical application of preventive methods is included. Four hours lecture per week for 10 weeks.

5202-140—Dental Operative Procedures (F) 5 hrs. cr.

Course deals primarily with the care and manipulation of equipment, instruments, and supplies, and the recognition of dental instruments, equipment supplies, and their relationship to dental procedures. Extramural training in dental office the last 6 weeks. Three lectures; 6 hrs. laboratory per week. Last 6 weeks: 3 lectures, 16 hours clinical, 3 hours laboratory per week.

5202-150—Dental Science II (S) 3 hrs. cr.

An introduction to microbiology, pharmacology, pathology, and diet and nutrition related to the science of dentistry. Three lectures per week.

5202-160—Dental Laboratory Procedures II (S) 3 hrs. cr.

Continuation of Dental Laboratory Procedures I emphasizing prosthetics. Two lectures; one 3 hour laboratory per week.

5202-170—Dental Secretarial Procedures (S) 3 hrs. cr.

General office management, record keeping, appointment scheduling telephone techniques, collection of accounts and communication. Three lectures per week.

5202-180—Dental Specialties (S) 3 hrs. cr.

Practice and instruction in various procedures with emphasis on dental specialties. Lectures include instruction on first aid, and dental emergencies. 3 hours lecture per week.

5202-190—Clinical Dental Assisting 5 hrs. cr.

Sixteen hours clinical practice per week in participating clinical facilities.

DENTAL HYGIENE

School of Technology

Gremling, Hudson, Zaremba

Missouri Southern State College offers an Associate of Science in Dental Hygiene. Satisfactory completion of the requirements for this degree qualifies the graduate to take the National Board Dental Hygiene Examination as well as the clinical examinations required for licensure in Missouri and other states.

Enrollment in Dental Hygiene is limited, therefore admission to the College does not automatically convey admission to the Dental Hygiene curriculum, however admission requirements of the College must be met before an applicant will be considered for admission to Dental Hygiene. Admission to Dental Hygiene requires special testing and other special requirements. Complete details regarding the special requirements, tests, etc., may be obtained from the Dental Hygiene Department. Applications for admission to Dental Hygiene should be submitted to the Dental Hygiene Department before May 1.

Dental hygiene courses must be taken in the prescribed order. A deficient grade (D or F) in a dental hygiene course may prevent the student from enrolling in the next prescribed course.

DENTAL HYGIENE

The Associate of Science in Dental Hygiene requires the completion of all Dental Hygiene (5203) courses, specified supporting science classes, and general education requirements for the Associate of Science. Deviations from the suggested order of study must have adviser approval.

5203-100—Fundamentals of Dental Hygiene (S) 5 hrs. cr.

Introduction to the field of oral hygiene emphasizing: chairside patient education, principles of oral physiotherapy, hard and soft deposits of the teeth, principles of instrumentation, sterilization, and dental equipment. Dental hygiene procedures and techniques are practiced in the clinical environment. Three lectures; two 4 hour laboratories per week.

5203-140—Dental Morphology (F) 1 hr. cr.

Detailed study of the tooth morphology of deciduous and permanent teeth as to fossal cusps, grooves, ridges, roots and the relationship of form and function. Occlusion and malocclusion are studied according to their relationship to dental health. A self-instructional program supplemented by one lecture per week.

5203-150—Oral Histology and Embryology (F) 3 hrs. cr.

Study of the gross and microscopic development of the teeth, supportive structures of the teeth, and embryology and anatomy of the head and neck region. Two lectures, one 3 hour laboratory per week.

5203-160—Dental Radiology (S) 2 hrs. cr.

The study of the theory and technique of exposing, developing, mounting and care of dental radiographs. Interpretation of radiograph findings is discussed. One lecture; three hours laboratory per week.

5203-190—Clinical Dental Hygiene I (Summer) 3 hrs. cr.

Introduces the student to the clinical practice of dental hygiene. The student gains experience in providing patient services through providing oral prophylaxes, making and processing radiographs, presenting patient education, applying fluoride, charting the oral cavity, etc. Treatment and prevention of dental office emergencies will be covered in the lecture session. One lecture, one seminar, and 16 hours laboratory per week.

5203-200—Dental Health Education (F) 3 hrs. cr.

Fundamentals of teaching and learning theories are discussed. The student learns to develop teaching units and lesson plans for various public groups and/or organizations. Practical experience in public schools and community groups is included. The eight recognized dental specialties are discussed and their relationship to dental hygiene and preventive dentistry. Three hours lecture per week.

5203-210—Perio-Pathology (Summer) 3 hrs. cr.

Lectures and laboratory periods devoted to the study of all pathological conditions, etiology of diseases, degenerative process, inflammation, infection, and immunity. Etiology, classification, treatment, and prevention of periodontal disease will be stressed. Six hours lecture, two hours laboratory per week.

5203-220—Dental Materials (S) 3 hrs. cr.

The student will study and experience working with various restorative and impression materials used in dentistry. Two lecture; one 2 hour lab per week.

5203-290—Clinical Dental Hygiene II (F) 5 hrs. cr.

Continuation of Clinical Dental Hygiene I with added responsibilities as skills develop. The student will have experience in extramural facilities which include public institutions and clinics for mentally and physically handicapped. Lecture will include advanced dental hygiene techniques. One lecture; 16 hours laboratory per week.

COURSES OF INSTRUCTION

5203-310—Nutrition (S)

2 hrs. cr.

Nutrition and diet are studied according to their relationship to dental health. Biochemistry of digestion and the utilization of nutrients is covered. The student will perform a diet analysis for a patient. Two lectures per week.

5203-320—Pharmacology (F)

2 hrs. cr.

Lectures on the sources of drugs, methods of their administration, modes of action, classification, dosage, therapeutic action, and drug interaction. Drugs affecting oral health are stressed. Two lectures per week.

5203-330—Ethics and Community Dentistry (S)

3 hrs. cr.

Study of professional ethics and commitment, professional organizations, state practice acts, and practical consideration of methods and problems associated with operating and maintaining a dental practice. The scope of public and dental public health will be defined and identified. Consideration is given to philosophy, health legislation, federal, state, and local health programs, needs and demands for dental care and mechanisms for financing dental care. Three lectures per week.

5203-390—Clinical Dental Hygiene III (S)

5 hrs. cr.

Continuation of Clinical Dental Hygiene II. Clinical experience in advanced clinical procedures and dental assisting procedures. Includes experience in extramural facilities. Lecture will include dental assisting techniques. One lecture; 16 hours lab per week.

DRAFTING AND DESIGN

School of Technology

Morgan, Nickolaisen

The Drafting and Design curriculum is planned to provide students with the knowledge and skills necessary to enable them to obtain employment as drafter in the engineering and design departments of industry, with governmental agencies, consulting engineering firms, and architectural firms.

The Associate of Science in Drafting requires the completion of the General Education Courses (see page 57) plus the following: Drafting 110, 120, 130, 200, 210, 220, 230, and at least eight hours selected from the following: Machine 100, Wood 300, Comp 100, or Math 112. Electives should be selected with the assistance of the student's adviser from the areas of physical science, business and mathematics.

5304-110—Introductory Drafting (F)

3 hrs. cr.

An introduction to drafting, including the use of instruments, geometric construction, lettering, orthographic projection, dimensioning, sections and conventions, auxiliaries, and pictorial drawing. One hour lecture and four hours laboratory per week.

5304-120—Descriptive Geometry (S)

3 hrs. cr.

Practical applications of principles to problems of civil, structural, mechanical and architectural engineering. One hour lecture and four hours laboratory per week. Prerequisite: Draf. 110.

5303-130—Machine Drafting (S)

3 hrs. cr.

Detail and assembly drawings of machines, threaded fasteners, and gears. Use of machine tools, processes and materials. One hour lecture and four hours laboratory per week. Prerequisite: Draf. 110.

DRAFTING AND DESIGN

5304-200—Machine Design (F)

3 hrs. cr.

An introduction to machine design. Advanced drafting techniques and procedures. Elements of machines, jigs and fixtures. One hour lecture and four hours laboratory per week. Prerequisites: Draf 120 and 130.

5304-210—Production Illustration (S)

3 hrs. cr.

Pictorial drawing with emphasis on application to both residential and commercial work. Methods of mechanical illustration and exploded views. Architectural application of pictorial drawings in the form of perspectives. One hour lecture and four hours laboratory per week. Prerequisite: Draf. 110 or consent of instructor.

5304-220—Architectural Drafting (S)

3 hrs. cr.

An introduction to the fundamentals of architectural drafting. Instruction in the principles of design; building details and use of modern construction materials for residential building. One hour lecture and four hours laboratory per week. Prerequisite: Draf. 110 or consent of instructor.

5303-230—Survey & Mapping (F)

3 hrs. cr.

Theory, principles, and practices of surveying and mapping as applied to construction, site and right-of-way planning. Use and care of survey instruments and equipment. Survey reports and computations, and preliminary surveys will be stressed. One hour lecture and four hours laboratory per week. Prerequisite: Draf. 110 or consent of instructor.

5304-298—Special Topics in Drafting & Design (demand)

1-8 hrs. cr.

Study of special topics in Drafting & Design. Each offering of the course on a special topic or topics not normally included in another course. Prerequisites to be determined by the department and stipulated in syllabus.

5304-498—Seminar in Drafting & Design (demand)

1-3 hrs. cr.

Covers specialized knowledge and skills related to new developments in Drafting & Design. Topics will vary by the semester and situation. Prerequisite: An Associate Degree in Drafting & Design, or senior standing in management-technology or Industrial Arts.

5304-499—Independent Study in Drafting & Design (demand)

1-3 hrs. cr.

Individually directed reading, research and discussions in selected areas of Drafting for advanced majors. Scope, depth, area of concentration, and credit hours will be arranged upon entry into the course. Offered by arrangement. Prerequisite: Permission of instructor.

ECONOMICS AND FINANCE

School of Business Administration

Freund, Hamilton, Harbin, Jaswal, Larimore, Leitle, Leon, Marion, Miller

Look under General Business for requirements essential to earning a Bachelor of Science in Business Administration degree with a major in Economics and Finance.

0517-180—The American Economic System (F,S)

3 hrs. cr.

A general education course designed to study the goals, organization and operation of the U.S. market economy. Topics studied include: scarcity and choice; the operation of the pricing mechanism and the role of competition, profits, savings and investment in the allocation of resources; the economic functions of government; limitations of the market

COURSES OF INSTRUCTION

system; market versus command economies; and the industrial organization of our contemporary capitalistic economy with emphasis on the activities of the business firm. Not available to Business majors or to those students who have taken Econ 201 or 202.

0517-201—Principles of Economics (Macro) (F,S) 3 hrs. cr.

A study of economic principles that apply to the economy as a whole, such as: total income, output, and employment, general price level, economic growth, international trade, monetary and fiscal policies and current economic problems. Prerequisite: sophomore standing or permission.

0517-202—Principles of Economics (Micro) (F,S) 3 hrs. cr.

A study of fundamental institutions of the American Economy, the theory of price determination, and the theory of income distribution. Prerequisite: Sophomore standing or permission.

0504-300—Money and Banking (F,S) 3 hrs. cr.

The nature, need constituents, functions, role, creation and destruction of money and credit; Financial institutions and their functions with special emphasis on the commercial banking system and the Federal Reserve system; introduction to monetary theory and policy. International aspects of money and monetary policy. Prerequisite: Econ 201 and 202.

0517-302—Economic Growth and Development (S) 3 hrs. cr.

The meaning of economic growth and development, the problems associated with measurement and comparisons of economic growth between more developed and less developed countries, the study of changes that take place in the course of growth, the factors that contribute or hinder growth, the economic growth theories and models, policy considerations, and the international aspects of economic growth. Prerequisites: Econ 201 and 202.

0517-312—Economic Resources (S) 3 hrs. cr.

A study of the allocation of economic resources in order to satisfy human wants and desires through the use of economic principles and concepts. Both micro and macro principles will be utilized as well as functional concepts of resources, trends in resource development and utilization, and an appraisal of resource potentials. Prerequisites: Econ 201 and 202.

0517-322—Business Statistics II (See Gen. Bus. 0503-322 Bus. Statistics II.)

0504-350—Financial Management (F,S) 3 hrs. cr.

An examination of the financial structure of business organization, capital structure and methods of raising fixed and working capital; questions of financial policy, such as dividend policies and the conservation of surplus; comparative balance sheets and income-expense statements. Prerequisite: Econ. 201 and 202, Acct. 202.

0517-401—Microeconomic Analysis (F) 3 hrs. cr.

A study of the price system and resource allocation through a system of markets and prices, the conditions for an efficient economic system, the determination of product and input prices under various types of markets. Marginal productivity and income distribution, and optimum welfare. Prerequisites: Econ. 201 and 202.

0517-402—Macroeconomic Analysis (S) 3 hrs. cr.

A study of the fundamental concepts and theories of the aggregate economic variables, an aggregate economic model of the economy including goods market, money market, labor market, and Foreign market; their interrelation and interaction. Comparative static and dynamic analysis. The economic growth in a dynamic setting, inflation and income distribution. Prerequisites: Econ. 201 and 202.

ECONOMICS AND FINANCE

0517-412—Urban and Regional Economics (S)

3 hrs. cr.

An introduction to the application of economic principles in the study of urban and regional economic environment. The course analyzes the spatial price theory, transportation costs, the law of markets, the location theory and the spatial distribution of activities, the economic base theory input-output technique, the central place theory, land use, regional growth, migration, regional policy objectives and current urban problems. Prerequisites: Econ. 201 and 202.

017-498—Seminar in Economics and Finance (demand)

1-3 hrs. cr.

A seminar for upper division majors with topics to be announced each time the course is offered. Prerequisite: Senior standing or permission. Examples of seminars offered in the past are:

498-Seminar in International Economics

498-Seminar in Business Cycles

0517-499—Independent Study in Economics-Finance (demand) 1-3 hrs. cr.

Individually directed readings, research, and discussions in selected areas of economics and finance for advanced majors. Scope, depth, area of concentration and credit to be arranged upon entry into course. Offered by arrangement. Prerequisite: Permission and 3.00 G.P.A.

TEACHER EDUCATION

School of Education and Psychology

Banks, Easterday, Highland, Land, Merryman, Ray
Richardson, Sandrin, Snyder, Steere, Wiley, Wuch

Realizing the important contributions made to our society by its educational system Missouri Southern State College has made the preparation of teachers one of the basic objectives of the institution. The College faculty supports the objective by recognizing the preparation of teachers as the responsibility of the entire College. It is fulfilled through the Council on Teacher Education which coordinates the teacher education phase of the various instructional divisions. The Department of Education has the overall responsibility for the actual administration of the Teacher Education Program.

The Teacher Education Program is based on the following basic beliefs and assumptions:

1. A teacher should be provided a broad background in general education.
2. A teacher should be required to demonstrate an acceptable degree of mastery in his specialized teaching field.
3. A teacher should possess the personal qualities that can be identified as essential for effective teaching.
4. A teacher should demonstrate an understanding of the contribution education can make toward the continuation and improvement of our society.
5. A teacher should possess the professional attitudes and competencies necessary to serve the education profession effectively.

As a reflection of these beliefs and assumptions, the College seeks to achieve these aims through the Teacher Education Program.

1. To provide the graduates of high schools in the College service area with information on teaching as a profession.
2. To identify and attract to the program of teacher education students who possess the intellectual, personal and physical qualities necessary to become effective teachers.

COURSES OF INSTRUCTION

3. To provide a program of studies and experiences that will develop graduates capable of effectively performing their duties as teacher in the elementary or secondary schools.
4. To provide prospective teachers with a program that emphasizes the importance of the basic theories of learning in teaching.
5. To cooperate with local, state, regional, and national agencies that have as their purpose the improvements of education.
6. To aid school administrators, boards of education, and other educational organizations with problems relating to education programs.

Bachelor of Science in Education Degree

Students who are planning a career in teaching in the elementary and or secondary school work toward the degree Bachelor of Science in Education. The satisfactory completion of the requirements for this degree qualifies a person for life certification in Missouri. Recipients of other degrees, who later decide to teach, can be certified through the State Department of Education meeting the requirements outlined by the Director of Teacher Education.

Students deciding to work toward the degree Bachelor of Science in Education must elect to major in elementary education or in one of the subject matter areas available to those seeking a secondary certificate.

Special Education Requirement

All students expecting to graduate with a Bachelor of Science in Education degree must successfully complete 2 hours of Exceptional Child (Educ 302) as a part of his or her graduation requirement.

ADMISSION TO THE TEACHER EDUCATION PROGRAM

Admission to Missouri Southern State College does not automatically confer admission to the Teacher Education Program.

Students who plan to enter the professional education sequence and become certified teachers are required to apply for admission to the Teacher Education Program. This application is made at the time the student is enrolled in Structure of Teaching, Educ 320/330, or Micro Teaching, Educ 321/331. The application form may be obtained from the Department of Education Office. Each application is reviewed individually by the Teacher Education Admissions Committee.

In determining a student's fitness for the teaching profession, the committee considers test results, scholarship, verbal proficiency, experience with children and youth, autobiography, physical and mental health, and appropriate faculty recommendations. The minimum scholarship essential to acceptance is a cumulative grade point average of 2.5 for 55 or more semester hours.

The Committee decisions on student applications fall into three categories: (1) Approved for admission to the teacher education program; (2) Approved on the condition that certain stated requirements be met; or (3) Advised not to continue in teacher education. The student must have acceptance into the program before he is admitted to the professional education sequence of courses.

Supervised Teaching

A second crucial point of screening in the Teacher Education program occurs when the student is ready to do supervised teaching during the "Professional Semester" of the senior year. To qualify for supervised teaching, the student must have a minimum 2.5 cumulative grade point average at the time of application and be recommended for student teaching by the major department and/or approved by the Teacher Selection Committee. The National Teachers Examination is taken by all persons who enroll in supervised teaching.

TEACHER EDUCATION

Advisement

Each student who enrolls at Missouri Southern State College will have an adviser assigned who will help the student plan his program of studies. A student above the sophomore level will have faculty advisers assigned by the school in which he chooses to specialize. The School of Education advises majors in elementary education and physical education or those desiring to major in two different teaching fields at the secondary school level. All post-graduates seeking certification to teach are advised by the School of Education.

Information regarding teacher certification requirements, employment opportunities, professional education requirements, and supervised student teaching may be obtained from the Department of Education.

TEACHER CERTIFICATION BY "ACADEMIC CONTRACT"

The Missouri State Department of Education has designed a procedure whereby college graduates who did not take a prescribed teacher education program in their degree programs can meet the necessary requirements to become a certified teacher by filing an "Academic Contract" with certain approved colleges and universities. The designated college is responsible for informing the State Department of Education what credit will be needed for certification and for the recommendation to issue the teaching certificate.

An "Academic Contract" may be executed with Missouri Southern State College on the condition that the person qualifies for admission into its teacher education program, has a signed statement of a teaching position from a school administrator, and has been properly enrolled in the college. All regular graduates of the teacher education program at Missouri Southern are awarded certification upon the recommendation of the Dean, School of Education and Psychology.

THE COUNCIL ON TEACHER EDUCATION

The Council on Teacher Education has a membership composed of both college faculty, elementary, and secondary school personnel. The duties of the Council are to advise, approve, and evaluate programs leading to teacher certification at this college. Additionally, the Council serves as an appeal on matters related to teacher education admissions.

ELEMENTARY EDUCATION

A student specializing in elementary education must complete the following courses:

General Education:

Eng composition (101)
Eng Composition (102 or 111)
Literature elective
Music or Art
Humanities/Fine Arts elective
Communications (100, 131, or 302)
Biological Science
Physical Science
Math (111)
Economics (180)
American History (110)
National, State Government (120)

Geography
Sociology or Anthropology
Physical Education activity (2 hrs.)
School Health (HPER 370)
Orientation (Psy 120)

Departmental Requirements:

Math 120 Math Elem Teach II
Eng 325 Child Liter
Art 220 Art Educ

COURSES OF INSTRUCTION

Music 332 Music Educ
Educ 302 Except Child
Psy 110 Human Devel
Educ 300 Clin Exper (2 hrs)
Psy 310 Ed Psych
HPER 311 PE Elem Sch
Educ 311 Sci Elem Sch
Educ 312 Prob in Arith
Educ 340 Lang Arts
Educ 342 Intro Reading
Educ 343 Reading
Educ 470 Diag & Rem Read
Educ 320 Struc of Teach
Educ 321 Microteaching
Educ 370 Instr Media
Educ 402 Found of Educ

Educ 432 Crit Issues
Educ 322 Teach Soc Sc

Electives from the following:
(at least 4 hours)

Educ 407 Diag & Pres Teach
Educ 412 Indiv Curri Devel
Educ 420 Intro to Couns
Educ 498 Classroom Mgt
Psy 412 Meas & Eval

OR other courses specifically
approved by the Dean of
Education

Educ 442 Student Teaching

Area of Concentration—21 hours.

Prior to the start of the junior year each student will take a writing proficiency test. Those who do not pass will take a writing course.

SPECIAL EDUCATION

An area of concentration is offered in three areas of special education. Each of these areas is designed to support a major in either Elementary Education, Secondary Education, or Psychology-Special Education. Persons preparing to teach other subjects at the secondary level may also qualify for certification in any of the special education areas listed below along with their major. However, several basic elementary education courses will also need to be completed. Persons interested in such certification for teaching special education at the secondary level should check with the Department of Education for details and requirements. All persons preparing to teach in any special education area must complete supervised student teaching or a practicum in a special education setting. Careful planning makes it possible for a student to receive certification in three areas of special education with little additional course work.

Learning Disabilities—For certification to teach Learning Disabilities the following is required: Psy 110 or Psy 300 if K-9 certification is desired, or Psy 301 if 7-12 certification is desired, or both Psy 300 and 301 if K-12 certification is desired. Also the following are required Educ 302, Educ 324, Educ 404, Educ 342, Educ 470, Educ 430, Psy 412, Educ 407, Educ 420, Educ 312, Psy 310, Educ 444 (Student Teaching in Special Education), and 5 to 6 hours of electives from: Sociology, Psy 382, and Psy 432.

Mentally Handicapped—Certification requirements to teach the Mentally Handicapped are the same as those for Learning Disabilities except that Educ 403 is substituted for Educ 404.

Behavior Disorders—For certification to teach Behavior Disorders the requirements are the same as for Learning Disabilities except that Educ 405 is substituted for Educ 404.

Remedial Reading—A person who completes a baccalaureate degree with a teaching major may also be certified in the field of remedial reading by satisfactorily completing the following courses: Educ 302, Educ 342 or Educ 422, Educ 470, Educ 471, Educ 474, Educ 472. (Educ 422 is required for secondary remedial reading.)

TEACHER EDUCATION

SECONDARY EDUCATION

The student who desires to teach in a secondary school may choose to become qualified in a single teaching field with a high degree of specialization, or in two different teaching fields with a lesser degree of specialization in each. Available for secondary school teaching are:

- | | |
|-----------------------|----------------------------------|
| 1. Art | 9. Music |
| 2. Biology | 10. Physical Education |
| 3. Chemistry | 11. Physics |
| 4. Business Education | 12. Physical Science |
| 5. English | 13. Special Education-Psychology |
| 6. Industrial Arts | 14. Social Science |
| 7. Spanish | 15. Speech & Theatre |
| 8. Mathematics | |

A student may elect a supporting area (a minor) from any one of the listed majors.

Under certain circumstances, it is possible for a person to become qualified to teach art, music, or physical education at both the elementary and secondary school level. Students interested in such a program should consult the department involved.

Students interested in certification to teach **driver education** or to **coach interscholastic sports** should consult the Physical Education Department.

A student emphasizing secondary education must also complete departmental course requirements under either Plan A or B.

Plan A: (Double Major)

This plan is intended for those persons who desire to qualify as teachers in two different subject matter areas. Each area requires 30 semester hours of specific course work which must meet minimum State Department of Education requirements. Plan A is not available in social science, music, or in program preparing teachers for both elementary and secondary certification. **If Plan A is selected, the second teaching field is required.** Students may select an adviser in either department he chooses to major in or from the Department of Education.

Plan B: (Single Teaching Field, Comprehensive Major)

This plan is intended for the person who wishes to concentrate his teacher preparation in one subject matter area only. Forty or more semester hours are required in the subject matter area or related supporting courses listed in this catalog by the department.

A person choosing a single teaching field may also earn a minor of 21 semester hours of specific course work in some other or related field, which will qualify him for a second teaching field at only the junior high school level.

Each department that prepares students for secondary school teaching has developed a program of studies to be pursued by students who choose to follow either of the above plans. Plan B is mandatory for majors in social science, music, and in certain programs preparing students for dual certification at both the elementary and secondary school level.

PROFESSIONAL EDUCATION

The following sequence of courses is to be completed by students planning to teach at the secondary or elementary level.

COURSES OF INSTRUCTION

Freshman-Sophomore Year

Persons who are planning to enter teaching should take Psy. 110, Psychology of Human Development, and Educ. 302, The Exceptional Child, during their first two years. Secondary School majors seeking an extended teaching certificate which will also qualify them to teach the same area in the elementary school, must have a course in child development. Any person preparing at the secondary level must have either Psy. 110, Human Development or separate courses in General Psychology and Adolescent Psychology. Educ. 200, Exploratory Field Experience, may be taken between semesters in the sophomore year by enrolling for it at the spring registration.

Junior Year

- | | |
|---|--------|
| *Psy. 310 Educational Psychology | 2 hrs. |
| Select one combination from | |
| Educ. 320 Structure of Teaching, Elementary | 2 hrs. |
| Educ. 321 Microteaching, Elementary | 2 hrs. |
| Or | |
| Educ. 330 Structure of Teaching, Secondary | 2 hrs. |
| Educ. 331 Microteaching, Secondary | 2 hrs. |
- *May be taken sophomore year

Senior Year

The "Professional Semester" occupies one complete semester. For one-half of the professional semester, the student studies five courses and during the other one-half does supervised teaching (approximately eight weeks). COURSES OUTSIDE THIS BLOCK SHOULD NOT BE SCHEDULED. Students are also discouraged from participation in outside activities during student teaching since this aspect of their program demands much time. Required courses are:

Secondary Teaching

- Educ. 462 Student Teaching, Secondary 8
- Educ. 432 Critical Issues in Education 2
- Educ. 402 Foundations of Education 2
- Educ. 370 Intro to Instructional Media
- Educ. A course in Special Methods of Teaching in the Major Field

Select one of the following:

- Educ. 474 Educational - Psychological Testing
- Educ. 412 Individualized Curriculum Development
- Educ. 420 Introduction to Counseling
- Or other courses approved by the Dean of Education and Psychology

Elementary Teaching

- Educ. 442 Student Teaching, Elementary
- Educ. 432 Critical Issues in Education
- Educ. 402 Foundations of Education
- Educ. 322 Methods of Teaching Social Studies in Elem. School
- Educ. 370 Introduction to Instructional Media

Select one of the following:

- Psy. 412 Measurement and Evaluation
- Educ. 474 Educational - Psychological Testing
- Educ. 420 Introduction to Counseling

TEACHER EDUCATION

Or other courses approved by the Dean of Education
and Psychology

Combination of Elementary and Secondary Teaching

For students majoring in art, music, foreign language, physical education, or psychology-special education who desire certification at both the elementary and secondary levels, the following professional semester is recommended;*

Educ. 402 Foundations of Education

Educ. 464 Student Teaching, Combination of Secondary and Elementary
Teaching in major field

Educ. 432 Critical Issues in Education

Educ. Special Methods Course in Major Field

Educ. 370 Introduction to Instructional Media

Select one of the following:

Educ. 474 Educational - Psychological Testing

Educ. 412 Individualized Curriculum Development

Educ. 420 Introduction to Counseling

Or other courses approved by the Dean of Education
and Psychology

*A course in Human Development or Child Psychology is required for certification for grades K-12. If Human Development is not taken, then both Adolescent and Child Psychology are required.

EDUCATION COURSE OFFERINGS

0817-010—Techniques of Reading (F,S)

2 hrs. cr.

A reading improvement program consisting of group and individual work, intended primarily for students needing remedial work in reading. Individual diagnostic reading tests determine student needs. (Cannot be applied to any degree.)

0801-200—Exploratory Field Experiences (S)

1 hr. cr.

Students are assigned to elementary or secondary school for a minimum of fifty-four clock hours to serve as educational aids. The course provides the opportunity for the student to explore teaching as a potential career based on actual classroom experience. A student must have earned 34 hours of college credit to be eligible for this course. Assignments, normally are made during the break during first and second semester. Prerequisite: Psych. 110, or Psy. 300, or 301. (May be repeated only once.)

0801-300—Clinical Experiences (F,S)

1-2 hrs. cr.

Students assigned to elementary or secondary schools for 32 hours for each credit hour received. Students are provided the opportunity to work with a classroom teacher in their specialized area. May be repeated for credit. Elementary education majors are required to have a minimum of 2 semester hours credit.

0811-302—The Exceptional Child (F,S)

2 hrs. cr.

A series of awareness experiences which deal with the added complexities an exceptional child presents to a regular classroom Teacher. Includes characteristics of the exceptional child, resources in the community, and legislation which determines school policy. Prerequisite: Psy. 110 or Psy. 300 or Psy. 301.

0801-310—Education in American Society (demand)

2 hrs. cr.

Designed especially for the non-education major who desires a more complete knowledge of the structure, function, purposes, and operation of the American education system. The course will include such topics as school finance, legal aspects of education,

COURSES OF INSTRUCTION

controversial issues, and educational trends. Extensive use will be made of visiting speakers and field trips.

0834-311—Science in the Elementary School (F) 2 hrs. cr.

Course is designed to help teacher trainees (1) comprehend the basic notion of science and how children go about learning science, (2) develop materials suitable for demonstration, discovery, and inquiry lessons, and (3) develop the instructional skills necessary to achieve the first two goals. Students will develop lesson plans, learning kits, and will present a teaching episode. Prerequisites: Courses in biological and physical sciences and EDUC 321 (Microteaching). EDUC 321 may be taken concurrently with the course.

0833-312—Problems of Teaching Arithmetic in Elementary Schools (See Math 312) (F,S) 2 hrs. cr.

Basic course in the teaching of arithmetic in the elementary grades. The application of principles of learning and techniques of presentation are considered. Prerequisite: 3 hours math.

0823-316—Introduction to Early Childhood Education (F) 3 hrs. cr.

Students will be given opportunities to observe in different types of early childhood programs. A special emphasis will be given to working **with parents** in educating young children. Students will also be provided experiences involving planning for instruction. Using community resources for early childhood experiences will be emphasized. Students will be encouraged to work as volunteer teacher aides during the course.

0823-319—Early Childhood Education Curriculum and Materials (demand) 3 hrs. cr.

Course is designed to provide the student of early childhood education with a background in curriculum and materials for the young child. The student will have opportunities through the practicum to observe children involved in early childhood programs and to plan and conduct a lesson with children in each of the major curriculum areas, under supervision. The course will also provide the student opportunities to construct various teaching materials for early childhood education. Prerequisite: Psy. 310.

0802-320—Structure of Teaching-Elementary (F,S) 2 hrs. cr.

An integrated course including problems relating to teaching in the elementary school. The acquisition of instructional skills and strategies to the teacher-learner situation is expected. Classroom organization and management, instruction innovations, and both verbal and non-verbal interaction skills are studied. Actual classroom participation in a public school is required. The course is team taught. Enrollment in a video-teaching lab (Educ. 321) must be concurrent. Prerequisite: Psy. 300 or 301, and Psy. 310 and G.P.A. of not less than 2.5 admitted to teacher education.

0802-321—Microteaching (F,S) 2 hrs. cr.

A required part of Educ. 320 and must be taken concurrently with it. Short teaching episodes are prepared, taught and analyzed via video-tape. The basic concern is with the demonstration of effective teaching skills. (Performance based, credit-non-credit grading.)

0842-322—Teaching Social Studies in Elementary School (F,S) 2 hrs. cr.

Provides an introduction to the instructional materials and methods of teaching social studies in the Elementary School. This course is part of the Professional Semester.

0808-324—Introduction to Special Education (F,S) 3 hrs. cr.

An introduction to the subject and career field of Special Education. The course is an over-view of all areas of special education but not intended as a methods course for any specific disability. Survey of research related to the areas of LD, EMR, TMR, and Social and Emotionally Disturbed. Prerequisite: General and Child or Adolescent Psychology, or Human Growth and Development, Education of Exceptional Child.

TEACHER EDUCATION

0803-330—Structure of Teaching-Secondary (F,S)

2 hrs. cr.

A study of the instructional skills, strategies and techniques of teaching in the secondary school. Development of the secondary school, classroom organization and management, instructional innovations, and both verbal and non-verbal interaction are studied. Actual participation in a public school classroom and field trips are required. The course is team taught. Enrollment in a video-teaching lab (Ed. 331) must be concurrent. Prerequisites: Psy. 300 and 301, or 110 and Psy. 310 and a G.P.A. of not less than 2.2 admitted to teacher education.

0803-311—Microteaching (F,S)

2 hrs. cr.

A required part of Educ. 330 and must be taken concurrently with it. Short teaching episodes are prepared, taught, and analyzed via video-tape recordings. The basic concern is with the demonstration of effective teaching skills. (Performance based, credit-non-credit grading.)

0843-332—Teaching English and Language Arts in Secondary School (F,S)

2 hrs. cr.

Provides an introduction to the instructional materials and methods of teaching English, speech and foreign language in the secondary schools. This course is part of the Professional semester.

0834-333—Teaching Science in Secondary School (S)

2 hrs. cr.

Provides an introduction to the instructional material and methods of teaching science in secondary school. The course is a part of the Professional Semester.

0844-334—Teaching Social Science in Secondary School (F,S)

2 hrs. cr.

Provides an introduction to the instructional planning, materials, and methods of teaching social science in secondary school. The course is part of the Professional Semester.

0832-335—Teaching Music in Secondary School (F)

2 hrs. cr.

Provides an introduction to the instructional planning, materials, and methods of teaching music in secondary schools. The course is part of the Professional Semester.

0838-336—Teaching Business in Secondary School (F,S)

2 hrs. cr.

Provides an introduction to the instructional planning, materials, and methods of teaching business in the secondary school. The course is part of the Professional Semester.

0835-337—Teaching Art in Secondary School (F)

2 hrs. cr.

Provides an introduction to the instructional planning, materials, and methods of teaching art in the secondary schools. The course is part of the Professional Semester.

0835-338—Teaching Health and Physical Education in Secondary School (F,S)

2 hrs. cr.

Provides an introduction to the instructional planning, materials, and methods of teaching physical education and health in the secondary schools. The course is part of the Professional Semester.

0833-339—Teaching Mathematics in Secondary School (F,S)

2 hrs. cr.

Provides an introduction to the instructional planning, materials, and methods of teaching mathematics in the secondary schools. The course is part of the Professional Semester.

0802-340—Language Arts (F,S)

2 hrs. cr.

Foundation course for development of understanding attitudes necessary to teach written and oral communication at the elementary level.

COURSES OF INSTRUCTION

0839-341—Teaching Industrial Arts in Secondary School (F,S) 2 hrs. cr.

Provides an introduction to curriculum, methods, and materials for teaching the various industrial arts in secondary school. The course is part of the Professional Semester.

0803-342—Intro. to Developmental Reading (F,S) 3 hrs. cr.

First course in Reading Methods. Different approaches to teaching reading are studied and compared to individual learning styles of children.

0803-343—Assessing and Personalizing Reading Instruction (F,S) 3 hrs. cr.

A study of preventive and/or corrective methods and devices for the teaching of reading in the regular classroom. Emphasis on techniques for individualization and various types of grouping procedures. Prerequisites: EDUC 342 (Intro. to Dev. Rdg.)

0803-344—Teaching Speech and Theatre in Secondary School (Demand) 2 hrs. cr.

Techniques, methods, and course content used in teaching speech and theatre in the secondary school. To be taken the professional semester. Prerequisite: Admission to Teacher Education.

0829-370—Introduction to Instructional Media (F,S) 2 hrs. cr.

Designed to give the teacher a basic understanding of the preparation and use of the various audio-visual materials and devices, with emphasis on the preparation of such materials. Enrollment is limited to education majors. (Performance based credit-non-credit grading.)

0821-402—Foundations of Education (F,S) 2 hrs. cr.

A study of the historical, philosophical, and sociological aspects of American education. Emphasis is placed upon the concepts of philosophical approaches to education theory and practice, and application of the teaching-learning theory and practice, and application of the teaching-learning process.

0810-403—Teaching the Mentally Retarded (F) 3 hrs. cr.

Designed to help the prospective or in-service teacher understand mental retardation. Attention is given to courses, diagnosis, curriculum and teaching methods especially suited to mentally retarded children. Prerequisite: Psy. 302.

0810-404—Methods of Teaching Children With Learning Disabilities (S) 3 hrs. cr.

Prepares teachers in the area of learning disabilities with particular attention to verbal communication disorders and visual motor integration problems. Diagnosis methodology techniques, curriculum, methods, and materials will be stressed. Prerequisite: EDUC. 302.

0816-405—Methods of Teaching Children With Behavioral Disorders 3 hrs. cr.

Established a teaching rationale utilizing a precision individualized teaching strategy which enables the emotionally disturbed learner to profit more fully from his school experiences. Prerequisite: EDUC. 302.

0810-406—Methods of Teaching the Trainable Mentally Retarded (Profoundly and Severely) 3 hrs. cr.

Considers practices and problems in developing curriculum for trainable mentally retarded children and adolescents. Appropriate materials, organization and instructional processes are studied.

0829-407—Diagnostic and Prescriptive Teaching (S) 3 hrs. cr.

The course offers instruction in interpreting diagnostic information into an individualized prescription. Appropriate for regular classroom and special teachers. 2-3 hrs. Prerequisite: EDUC. 342 (Introduction to Dev. Reading)

TEACHER EDUCATION

0829-412—Individualized Curriculum Development (F,S) 2 hrs. cr.

Designed for elementary and secondary education majors. Focus is placed on instructional programming for the individual student, strategies for individualizing, grouping for instruction, organizing a variety of learning activities and materials, instructional evaluation, home-school-community relations, and comparing alternative educational systems. Prerequisite: Admission to Teacher Education.

0826-420—Introduction to Counseling (F,S) 2 hrs. cr.

Survey of counseling philosophies, principles and practices. Designed for the classroom teacher as well as the specialist in counseling or special educator. Intended for working with both students and parents. Prerequisite: EDUC. 302.

0826-421—Introduction to Career and Occupational Information (F) 3 hrs. cr.

Designed for education majors with emphasis on teaching about career and occupational roles and their relationship to the world of work. Major thrust is to provide strategies which promote attitudes and habits that will assist youth in the making of choices and adjustments productive of personal satisfaction, effectiveness, and growth. Special emphasis is given to occupational problems of the handicapped. Prerequisite: Ed. 320 or 330.

0830-422—Teaching Reading in Secondary Schools (F) 2 hrs. cr.

Designed to help prospective teachers understand reading development and its part in the total school program. Required for certification of secondary teachers of English in Missouri. Prerequisite: EDUC. 302.

0815-430—Language Development in Children (F) 3 hrs. cr.

Concerned with normal language development in children. Emphasis is placed on factors that interfere with speech and language development, especially for handicapped children. The development of articulation and human speech mechanism are also studied.

0827-432—Critical Issues in Education (F,S) 2 hrs. cr.

Current problems in the area of education are explored, with special regard to legal and professional role of school personnel, their relationship to federal and state governments, and to local school districts; certification, salary schedules, retirement and other benefits, professional organizations for teachers, relationship with administration, pupils, parents, and the community. Prerequisite: Admission to Teacher Education. Offered in the Professional Semester.

0829-435—Materials and Methods of Individualizing Instruction (S) 3 hrs. cr.

This course provides an introduction to the concepts, methods, and materials necessary to implement a program of individual instruction in the elementary or secondary school. Useful for those designing learning programs for exceptional children. Prerequisite: Educational Psychology and Structures of Teaching.

0802-442—Student Teaching-Elementary (F,S) 8 hrs. cr.

Participation under supervision, in teaching on the elementary level in an off-campus school. Prerequisites: 88 semester hours with a grade point average of 2.5, admission to the program of teacher education, and Educ. 320. Course assignments will include full-time supervised teaching for one-half of the semester. Students whose last names begin with the letters A-L should plan to enroll in first semester: M-Z in second semester. Conferences are scheduled as needed. Specific assignment is made by the Department of Education. Arrangements for assignment are to be made in semester preceding the actual student teaching block.

COURSES OF INSTRUCTION

0802-444—Student Teaching-Special Education (F,S) 3-6 hrs. cr.

This course in which the trainee student teaches the handicapped child shall immediately follow Educ. 442 or 462 or 464. Prerequisite: See Educ. 442. Course assignment to consist of a minimum of 5 hours a week of student teaching for each one hour of credit, per one-half semester. Conferences will be scheduled as needed.

0808-446—Practicum in Special Education (F,S) 3 hrs. cr.

Clinical experience directed toward providing students with an opportunity to work and interact with exceptional children in a variety of community facilities. Prerequisite: Ed 324 and 6 hours of Methods of Teaching Special Education.

0803-462—Student Teaching-Secondary (F,S) 6 hrs. cr.

Participation, under supervision, in teaching on the secondary level in an off-campus school. Curriculum, materials, and methods integrated with student teaching. Prerequisite: Educ. 330 or equivalent, fifteen semester hours in teaching field, and a minimum of 88 semester hours with a grade point average of 2.5. Assignment to consist of full-time teaching for one-half semester with professional courses to be taken during the other half of semester. Students whose last names begin with the letters A-L should plan to enroll in first semester; M-Z in second semester. Conferences are scheduled as needed. Specific assignment is made by Department of Education.

0803-463—Student Teaching-Secondary (F,S) 6 hrs. cr.

Participation, under supervision, in teaching on the secondary level in an off-campus school. Curriculum, materials, and methods integrated with student teaching. Prerequisites: See Educ. 462. Assignment to consist of daily three-hour block of time during a regular semester.

0803-464—Student Teaching-Combination (F,S) 3-6 hrs. cr.

Participation, under supervision, in teaching on the secondary and elementary levels in an off-campus school. Intended for those students in specialized area such as Art, Music, Psychology-Special Education, and Physical Education who are preparing to be certified for teaching their specialty at both levels. Curriculum, materials and methods integrated with teaching participation and observation. Assignments consist of a minimum five hours per week of participation and conferences for each hour of credit for one-half the semester. Specific assignments are made by Department of Education.

0830-470—Diagnostic and Remedial Reading (F,S) 2 hrs. cr.

A course of study to prepare the beginning remedial reading teacher and the regular class teacher to deal with remedial reading problems. Emphasis is on diagnosis of problems more clinical in nature with techniques, materials, and management being stressed. Prerequisite: EDUC 342, EDUC 343, and EDUC 474.

0803-471—Practicum in Diagnosis of Reading Difficulties (F) 2 hrs. cr.

Practice of administering, interpreting, and reporting of diagnostic test results of reading difficulties. Prerequisites: EDUC. 342 or EDUC. 422, EDUC. 470, and EDUC. 474 or PSY 471.

0830-472—Practicum in Remediation of Reading Difficulties (S) 3 hrs. cr.

Practice of using and reporting results of remedial methods in a case study of reading difficulties. Prerequisites: EDUC. 342 or EDUC. 422.

0825-474—Educational-Psychological Testing (S) 3 hrs. cr.

A comprehensive study of the various Psycho-Educational assessment techniques for diagnosis of learning problems of exceptional children, including educational, intelligence, and psychomotor. Emphasis will be placed on translating assessment data to remedial programs. (Same as Psy. 474). Prerequisites: Ed. 324, Psy. 310, Psy. 412.

TEACHER EDUCATION

0899-498—Seminar in Problems of Education (demand) 1-3 hrs. cr.

A seminar for upper division majors only. The seminar meets regularly each week. Meeting is equal to number of credit hours determined by the department for a given semester. The course is designed to cover specialized knowledge and/or current research in the discipline. Topics vary by semester and situation. Prerequisite: Advanced standing and consent of department head.

0899-499—Independent Study (F,S) 1-3 hrs. cr.

An independent study course structured by the adviser with approval of department head. Prerequisite: Advanced standing in the major field. Registration in the course must be approved by adviser and department head.

ENGLISH

School of Arts and Sciences

Gale, Department Head; Blevins; Couch; Denniston; Gardner;
Greenlee; Harder; Lambert; Mitchell; Morgan;
Preble; Short; Simpson; Slanina; Walters

One of the advantages of an English major is that the subject matter and training in critical techniques are so comprehensive that career opportunities are infinite. Graduate school (including law, medicine, etc.), teaching, publishing, advertising, communications, writing, and business all offer opportunities for the English graduate. In fact, a recent publication ("English: The Pre-Professional Major" by Linwood E. Orange, MLA Publications) listed the following as areas in which English majors have worked in the field of business: aircraft, automotive, banking, brewing, chain stores, chemical and drug, clothing and textile, construction materials, electrical and electronics, food products, fuel, glass products, household equipment, insurance, machinery and tools, metals, office equipment, paper products, public transportation, and rubber. Positions held within these areas ranged from personnel relations to sales and marketing to public relations to management to advertising to editing and writing to research and investigation.

Requirements for a major in English for the Bachelor of Arts degree are 42 semester hours of English beyond freshman composition and must include Eng. 271, 272, 311, 312, either 301 or 400, and either 216 or 315.

Requirements for a major in English for the Bachelor of Science in Education degree with English as one of two teaching fields (Plan A) consists of 30 semester hours of English (above freshman composition) and Education 422. Required English courses are Eng. 271, 272, 311, 312, 315, 301, 400; either 450 or 451.

Requirements for a major in English for the Bachelor of Science in Education degree with English as the only teaching field (Plan B) consists of 42 semester hours of English (above freshman composition) and Education 422. Required English courses are Eng. 271, 272, 311, 312, 315, 319, 301, 400; either 450 or 451; one course from 410, 415, 420; one course from 425, 430, 435; one course from 345, 360, 370, 380.

Prerequisites: English 101 is a prerequisite to all English courses except Eng. 100, 111, 180, and 181. English 102 or 111 is a prerequisite to all upper division literature courses. A lower division literature course is prerequisite to Eng. 216 and all upper division literature courses except Eng. 311 and 312.

General Education requirements in literature can be met with any English course numbered 180 or above with the exception of Eng. 216, 301, 315, 319, 325, 400 and 498.

COURSES OF INSTRUCTION

1501-100—Basic Composition (F,S)

5 hrs. cr.

A course designed for students whose placement scores indicate a need for special help and individual attention. The course concentrates on basic grammar, punctuation, and usage and the principles of effective writing. A student who completes the course with a D should enroll in English 101 before attempting English 102.

1501-101—Freshman Composition I (F,S)

3 hrs. cr.

A study of the principles of effective writing based upon expository models. Successful completion of the goals of the course content permits the student to enroll in Eng. 102. Students demonstrating exceptional ability as indicated by placement scores may be permitted to substitute Eng. 111.

1501-102—Freshman Composition II (F,S)

3 hrs. cr.

Continued development of writing skills. Initiation, development, and completion of a research paper.

1501-111—Advanced Freshman Composition (F)

3 hrs. cr.

For freshmen demonstrating exceptional proficiency on placement tests. With a grade of C or better in Eng. 111, a student automatically receives three hours credit for Eng. 101, thereby satisfying the six-hour composition requirements. However, a D in Eng. 111 necessitates taking Eng. 102.

1503-180—Masterpieces of World Literature (F,S)

3 hrs. cr.

Selected literature through the Renaissance, excluding British and American literature.

1503-181—Masterpieces of World Literature (F,S)

3 hrs. cr.

Selected literature from the Renaissance to the present, excluding British and American literature.

1501-205—Essay Writing (Demand)

3 hrs. cr.

Open only to Elementary Education majors. A review of the fundamentals and practice of expository writing and the minimum essentials of grammar, mechanics, and spelling designed to improve the skills necessary to achieve competency in these areas. Prerequisite: Satisfactory completion of English 102 or English 111.

1507-216—Creative Writing (S)

3 hrs. cr.

Writing of prose, poetry, and drama. A study of the writer's roles and technical approaches to literature in order to develop creative writing skills.

1502-271—English Literature (F,S)

3 hrs. cr.

Survey of English literature from its beginnings to the Romantic Movement.

1502-272—English Literature (F,S)

3 hrs. cr.

Survey of English literature from the Romantic Movement to the present.

1599-298—Explorations in Literature (Demand)

3 hrs. cr.

Studies in a variety of literary subjects. Topic open. English majors may not count the course more than once toward their English hours requirement.

1501-301—Modern Grammar (F)

3 hrs. cr.

A survey of the major descriptive approaches to English grammar, with some attention devoted to the topics of usage, dialect, and practical applications.

1502-311—American Literature (F,S)

3 hrs. cr.

A survey of American literature from its beginnings to the Civil War.

1502-312—American Literature (F,S)

3 hrs. cr.

A survey of American literature from the Civil War to the present.

1501-315—Exposition (F,S) 3 hrs. cr.
The techniques of factual writing. Recommended for all students, especially those planning professional careers. Prerequisite: 6 hours composition.

1501-319—Composition for Teachers (F,S) 3 hrs. cr.
For prospective teachers of English. A review of grammar, practice in writing, and the theory of teaching writing.

1502-325—Children's Literature (F,S) 3 hrs. cr.
A reading, lecture, and observation course for elementary education students, including evaluation of children's literature, its historical development, and its uses in the elementary school. Does not count toward an English major and does not meet general education literature requirements.

1502-330—Literature for Adolescents (F) 3 hrs. cr.
Extensive reading for education students, including some evaluation of literature for adolescents and methodology for use in the classroom.

1502-340—Black American Literature (S) 3 hrs. cr.
Writings by Black Americans.

1502-345—The American Novel (F) 3 hrs. cr.
Representative works of authors such as Hawthorne, Melville, Twain, and Faulkner.

1502-350—Recent American Literature (F, Demand) 3 hrs. cr.
Major movements in American literature since World War II.

1502-360—Twentieth Century Drama (S) 3 hrs. cr.
Plays in English from Shaw to the present.

1502-370—Twentieth Century Poetry (F) 3 hrs. cr.
From Yeats to the present. (Formerly English 481.)

1502-380—The English Novel (S) 3 hrs. cr.
1700 to the present, featuring representative works from authors such as Austen, Dickens, and Joyce.

1502-400—History of the English Language (S) 3 hrs. cr.
The ancestors of English and the effect of other languages, peoples, and cultures upon its development. Phonology, morphology, syntax, and usage of the language throughout its history.

1502-410—Medieval English Literature (Demand) 3 hrs. cr.
Literature of England in the Anglo-Saxon and Middle English periods. Emphasis upon Chaucer. Prerequisite: Eng. 271.

1502-415—Renaissance and Restoration Non-Dramatic Literature (Demand) 3 hrs. cr.
English poetry and prose from 1500 to 1700. Prerequisite: Eng. 271.

1502-420—Renaissance and Restoration Drama (Demand) 3 hrs. cr.
English drama from 1500 to 1700 (excluding Shakespeare) with emphasis on the Elizabethan and Jacobean theatres. Prerequisite: Eng. 271.

1502-425—Eighteenth Century English Literature (Demand) 3 hrs. cr.
The enlightenment and the decline of neoclassicism in literature from 1700 to 1785, Pope to Johnson. Prerequisite: Eng. 271.

COURSES OF INSTRUCTION

1502-430—The Romantic Period (Demand) 3 hrs. cr.

English literature from 1798 to 1832. Literary tendencies and representative authors from Wordsworth through Keats. Prerequisite: Eng. 272.

1502-435—The Victorian Period (Demand) 3 hrs. cr.

English literature from 1832 to 1901. Literary tendencies and authors such as Tennyson, Browning, and Arnold. Prerequisite: Eng. 272.

1502-450—Shakespeare (F) 3 hrs. cr.

Selected comedies, histories, tragedies, and non-dramatic poems. Prerequisite: Eng. 271.

1502-451—Shakespeare (S) 3 hrs. cr.

Selected later comedies, histories, and tragedies not examined in Eng. 450. Prerequisite: Eng. 271.

1502-455—Milton (Demand) 3 hrs. cr.

Poetry and selected prose. Prerequisite: Eng. 271.

1599-498—Seminar in Literature (Demand) 3 hrs. cr.

For advanced English majors or by permission of department head. Topic open.

1599-499—Independent Study (F,S) 1-3 hrs. cr.

Individually directed study in selected areas for advanced English majors. Prerequisite: a grade point average of 3.0 in English. Registration must be approved by adviser, department head, and school dean.

ENVIRONMENTAL HEALTH TECHNOLOGY

School of Technology

G. Elick, Tillman

The college offers the four year Bachelor of Science in Environmental Health Technology. An Associate of Science degree (two year) in Environmental Health Technology is described further under Associate of Science Programs in this catalog. Two options in the Bachelor of Science in Environmental Health Technology program are available:

Option I

Water and Wastewater Management

Option II

Institutional and Community Health

Option I requires three academic years of study at Missouri Southern State College preceded or followed by successful completion of 48 weeks of training at the Water and Wastewater Technical School, Neosho, Missouri. Required courses besides general education requirements are Bio. 101, Bio. 112, Bio. 122, Bio. 211 or Bio. 231, Bio. 312, Bio. 370, Bio. 306 or Bio. 431 and Bio. 442 or approved substitute, Chem. 101, Chem. 102, Chem. 201, Chem. 300, Acct. 201, Econ. 201, MM 350 and MM 352. Fees for this program are the same as fees for any other students at the respective schools. These fees are stated in the current catalogs of each institution. The student holds membership in only one student body at a time.

ENVIRONMENTAL HEALTH TECHNOLOGY

Option II requires four complete academic years of study at Missouri Southern State College including a one semester 12 credit hour practicum which may be spent at one or more of the following establishments: hospitals, other health facilities regulatory agencies or with local health related industries. Plans for the practicum with the adviser should be made during the spring semester of the junior year at MSSC. Required courses besides general education requirements are Bio. 101, Bio. 112, Bio. 122, Bio. 211 or Bio. 231, Bio. 312, Bio. 370, Bio. 306, or Bio. 431 and Bio. 442 or an approved substitute, Chem. 101, Chem. 102, Chem. 201, Chem. 300, Geol. 110 or Geol. 300, Acct. 201, Econ. 201, MM 350, MM 352 and EHT 450.

1299-450—Practicum in Environmental Health (F,S)

12 hrs. cr.

A course designed to allow students to gain experience through actual observation and work at health facilities, health regulation agencies and/or industrial plants where environmental health is a viable concern. Periodic meetings between the MSSC coordinator, the cooperating institution and the student will be required. The student should not be employed in any job that will not allow full-time, maximum concentration on the academic practicum. Prerequisite: Senior standing in the Environmental Health or Biology curricula.

FOREIGN LANGUAGES

School of Arts and Sciences Department of Communications

Massa, Department Head
Bodon; Carney; Peterson

Training in foreign languages enables a student to prepare for employment as an interpreter, teaching at the high school level, participating in bi-lingual programs, and teaching English as a second language. Also, there are career opportunities in industry both in the United States and abroad. Combining a major in Spanish with a major in business, in political science or in public communications is especially valuable.

Requirements for a major in Spanish for the Bachelor of Arts degree are 40 semester hours in Spanish. Included are Span. 101, 102, 201, 202, 301, 302, 321, 322, 421, 431 and 434.

Requirements for a major in Spanish for the Bachelor of Science in Education degree with Spanish as one of two teaching fields (Plan A) are 30 semester hours in Spanish. Included are Span. 101, 102, 201, 202, 301, 302, one course from Span. 321, 322, and 332, and 3 semester hours of upper division Spanish electives.

Requirements for a major in Spanish for the Bachelor of Science in Education degree with Spanish as the only teaching field (Plan B) are 40 semester hours in Spanish. Included are Span. 101, 102, 201, 202, 301, 302, 321, 322, 421, 431 and 434.

FRENCH

1102-101—Beginning French (F)

5 hrs. cr.

Conversation, pronunciation, essentials of grammar and diction. Language laboratory required.

COURSES OF INSTRUCTION

1102-102—Intermediate French (S) 5 hrs. cr.
Spoken language, vocabulary building, pronunciation proficiency and grammar essentials. Language laboratory required.

1102-201—Readings in French Literature (F) 3 hrs. cr.
Intermediate reading. Discussion of literature in French. Emphasis on vocabulary building. Grammar review. Prerequisite: Fren. 102 or equivalent.

1102-202—Advanced Readings in French Literature (S) 3 hrs. cr.
Representative works read and discussed in French. Short stories, a novel and poetry. Prerequisite: Fren. 201 or equivalent.

1102-301—French Composition (Demand) 3 hrs. cr.
Practice in writing French accompanied by a thorough study of grammar and syntax. Prerequisite: Fren. 202 or equivalent.

1102-302—Advanced French Composition (Demand) 3 hrs. cr.
Practice in writing French compositions. Thorough study of grammar, syntax, and idiomatic expressions. Prerequisite: Fren. 301.

1102-321—Survey of French Literature (Demand) 3 hrs. cr.
French literature from its origin through the seventeenth century. Prerequisite: Fren. 302 or equivalent.

1102-322—Survey of French Literature (Demand) 3 hrs. cr.
French literature of the eighteenth, nineteenth and twentieth centuries. Prerequisite: Fren. 321.

GERMAN

1103-101—Beginning German (F) 5 hrs. cr.
Stresses conversation, pronunciation, essentials of grammar and diction. Language laboratory required.

1103-102—Intermediate German (S) 5 hrs. cr.
Stresses spoken language, vocabulary building, pronunciation proficiency and grammar essentials. Language laboratory required.

1103-201—Reading in German Literature (F) 3 hrs. cr.
Intermediate reading. Discussion of literature. Emphasis on vocabulary building. Grammar review. Prerequisite: Ger. 102 or equivalent.

1103-202—Advanced Readings in German Literature (Demand) 3 hrs. cr.
Representative works are read and discussed in German with emphasis on conversation, syntax and literary significance. Prerequisite: Ger. 201 or equivalent.

SPANISH

1105-101—Beginning Spanish (F, S) 5 hrs. cr.
A principally oral-aural method is used to develop concurrently the skills of speaking, understanding, reading, and writing Spanish. The main emphasis is on basic grammatical principles and vocabulary. A substantial portion of the basic grammar is covered. Five classes; laboratory required.

FOREIGN LANGUAGES

1105-102—Intermediate Spanish (F, S) 5 hrs. cr.

Continuation of 101. The remainder of the basic grammar is covered. Acquisition of a more thorough understanding of the fundamentals of Spanish. In addition to continued oral practice, growing emphasis will be placed on reading and writing. Five classes; laboratory required.

1105-201—Readings and Conversation (F, S) 3 hrs. cr.

This course gives maximum attention to the active skills of understanding and speaking. Discussion centers on both literary and cultural reading selections. Some translation work acquaints the student with the main syntactical differences between Spanish and English. Explanations are given of the major aspects of phonology and the basic norms of morphology in order to facilitate oral fluency and vocabulary acquisition.

1105-202—Introduction to Hispanic Literature and Culture (F, S) 3 hrs. cr.

An introduction to masterworks by Peninsular and Spanish-American writers as presented in their cultural context. Readings also in Spanish Civilization. Frequent compositions. Class discussions all in Spanish.

1105-298—Selected Topics in Spanish Language/Literature (Demand) 3 hrs. cr.

Each offering is in a topic not normally included in another course. Prerequisites are determined by the department and stipulated in syllabus.

1105-301—Spanish Composition (F) 3 hrs. cr.

Practice in writing Spanish accompanied by a thorough study of grammar.

1105-302—Advanced Spanish Composition (S) 3 hrs. cr.

Practice in writing Spanish accompanied by a thorough study of grammar and syntax with emphasis on subtle elements of idiomatic usage.

1105-321—Survey of Spanish Literature (F) 3 hrs. cr.

Spain's literary history and important representative works and writers from *El Cid* to Calderón. Class discussions all in Spanish.

1105-322—Survey of Spanish Literature (S) 3 hrs. cr.

A critical analysis of the form and content of Spanish (Peninsular) Literature, from 1700 to the present, with emphasis on the major writers of essay, lyric poetry, modernist poetry, drama, and short story. The themes of national introspection, elemental man, and the meaning of fantasy are central focuses in considerations of literary art in representative authors such as, Juan Ramón Jiménez, García Lorca, Ana María Matute, Antonio Machado, Pío Baroja, and Bécquer.

1105-332—Introduction to Spanish American Literature (S) 3 hrs. cr.

An introductory course designed to acquaint the student with the major periods, movements, themes, genre and styles of Spanish American Literature with focus on both its artistic and social importance. Includes; history, epic and lyrical poetry, short story and some essay. Conducted in Spanish.

1105-421—Nineteenth Century Spanish Novel (F, Odd) 3 hrs. cr.

Representative novels of nineteenth century Spain, tracing the development of this art form in its varied expressions of theme and technique observable in the works of Caballero, Alarcón, Valera, Pereda, Galdós, Bardo-Bazán, Valdés and Blasco-Ibáñez. Conducted in Spanish.

COURSES OF INSTRUCTION

1105-431—Don Quixote (S)

3 hrs. cr.

Close reading and commentary of the text with the intention of seeking insight into its meaning, as well as a critical study of the source, structure, characters, language, style and literary significance of the book. Attention will be given to the use of narrative techniques within the historical context. Conducted in Spanish.

1105-434—Contemporary Spanish American Novel (F, Even)

3 hrs. cr.

Analysis, interpretation and appreciation of outstanding examples of novelistic fiction in Spanish America during the 19th and 20th centuries; evolution of the novel towards more complex forms of expression; and its relationship to regional politics and social change. Conducted in Spanish.

1105-498—Seminar (Demand)

3 hrs. cr.

For upper-division students. Topics to be announced each time the course is offered. Prerequisite: Senior standing and at least 15 hours of Spanish courses. Juniors may enroll with permission of instructor.

1105-499—Independent Study (F, S)

1-3 hrs. cr.

Individually directed study in selected areas for advanced majors in Spanish. Prerequisite: A grade point average of 3.0 in the major field and 15 hours of Spanish. Registration must be approved by the advisor, department head, and school dean.

GENERAL SCIENCE

School of Arts and Sciences Department of Physical Science

Certification for teaching general science at the 7-12 grade levels is obtainable at MSSC. Students preparing for a Bachelor of Science in Education with majors in Biology, Chemistry, Physics, or Physical Science should include at least four credit hours of geology in their program. General science as a second teaching field for other majors requires 21 credit hours in science with at least four credit hours in geology. Additional courses in biology (8 hours), chemistry (5 hours), and physics (5 hours) are likewise required. Students with this option in mind should notify their faculty adviser.

GEOGRAPHY

School of Arts and Sciences Department of Social Sciences

R. Smith, Department Head; Murphy; Smith

Geography offers students a variety of employment possibilities. These range from positions in secondary education to opportunities in government and business planning.

The Department of Social Sciences offers a core curriculum in geography as a support area for Social Sciences majors and other interested students. While a major is not offered at this time, sufficient hours to meet Social Studies teacher certification standards and to satisfy potential non-teaching employers' requirements are available.

GEOGRAPHY

2206-211—Regions and Nations (F,S)

3 hrs. cr.

A survey of the peoples of the earth and how their activities are influenced by climate, topography and natural resources.

2206-298—Topics in Geography (Demand)

3 hrs. cr.

Special geography topics of current interest to the student. Subjects and instructors are changed each semester. Students are encouraged to submit areas of interest to the Social Sciences Department.

2206-311—Political Geography (S, Odd)

3 hrs. cr.

A study of the geographic factors which have influenced international relations and the policies of nations as political units. Geopolitics, religion, racial and ethnic groupings and other factors which contribute to unity or disunity will be emphasized. Prerequisites: Geog. 211 or consent of the instructor.

2206-322—Economic Geography (F, Even)

3 hrs. cr.

A study of world commodities and the geographic factors which affect their production and make them significant to the world economy. Prerequisite: Geog. 211 or consent of the instructor.

2206-412—Geography of Latin America (F, Odd)

3 hrs. cr.

A study of the physical regions and natural resources of South America, Latin America, Central America and the Caribbean Islands with special emphasis on current problems and relations with the United States. Prerequisite: Geog. 211 or consent of the instructor.

2206-422—Geography of the United States and Canada (Demand)

3 hrs. cr.

A geographic analysis of the United States and Canada with emphasis on regional variations of social, economic and physical phenomena. Prerequisite: Geog. 211 or consent of the instructor.

2206-498—Seminar in Geography (Demand)

1-3 hrs. cr.

The study and analysis of selected topics in regional, urban-economic, cultural or physical geography. Prerequisite: Geog. 211 or consent of the instructor.

GEOLOGY

School of Arts and Sciences Department of Physical Science

Baiamonte, Department Head; Elick

Geology courses are used to supplement other major areas and for teacher certification in General and Earth Science.

1914-110—Introduction to Geology (S)

5 hrs. cr.

The materials of the earth and those forces producing physiographic changes. Three lectures and two, 2-hour laboratory or field trips a week.

1914-300—Earth Environments (Demand)

4 hrs. cr.

A course describing aspects of the solid earth, the liquid environments of earth and our atmosphere. Interactions of these and their relationships to human society will also be discussed. Prerequisite: Phys. 100.

COURSES OF INSTRUCTION

1914-320—Historical Geology (Demand)

4 hrs. cr.

A comprehensive study of the history of the earth, the fossil record, and physical features resultant from earth dynamics of the past. Prerequisites: Phys. 100, Geol. 110.

1914-498—Studies in Geology (Demand)

1-3 hrs. cr.

A seminar for upper division students only. The class will meet regularly a minimum number of hours each week equal to the number of credit hours. The course is designed to give specialized instruction in some discipline of geology not normally covered in other courses. Prerequisite: junior standing, Geol. 110 and a minimum GPA of 2.5 in 8 hours of biology and 8 hours of chemistry. Permission of the instructor required.

1914-499—Problems in Geology (Demand)

1-3 hrs. cr.

Consists of individual work under the supervision of a staff member with the credit and hours to be arranged. Problems may be undertaken in any field of geology with adequate preparation and the consent of the supervising instructor. Prerequisite: a minimum GPA of 3.0 in 20 hours of science, Geol. 110, and a proven past interest in geology.

HEALTH FACILITIES ADMINISTRATION

School of Technology

Courses in this field are designed to give individuals currently in management or supervisory positions in health care facilities, or those individuals planning to attain such positions, an insight into the applications of the principles of Administration and Management techniques to these institutions.

5218-200—Health Facilities Administrator and Management (Demand)

3 hrs. cr.

The principles and practice of the administration of health facilities. Includes a study of the various types of facilities and their relation to each other and problems of administration and management unique to such facilities. Three one-hour lectures per week.

5218-210—The Administration and Management of the Long-Term Care Facility (Demand)

3 hrs. cr.

The problems unique to the long-term care facility including responsibilities for patient welfare, the relation to other health care facilities and to governmental agencies of various levels. Prerequisite: HA 200 or consent of instructor. Three one-hour lectures per week.

HISTORY

School of Arts and Sciences Department of Social Sciences

R. Smith, Department Head; Holman; Markman; Murphy;
Renner; Schafer; Smith

A Bachelor of Arts degree with a major in history prepares students for entry level career positions in business, governmental and community service fields, and entry into graduate programs of the social sciences and law. A Bachelor of Science in Education with a major in Social Sciences — history emphasis — certifies a student to enter professional teaching at the secondary school level.

Requirements for a major in history for a Bachelor of Arts degree are 30 semester hours of history including Hist. 110, 120, 130, 140, 6 semester hours

Oriental

HISTORY

of upper division U. S. History, 6 semester hours of upper division European History and 6 semester hours of upper division history electives. Hist. 498 must be included among the history electives.

Requirements for a major in social sciences — history emphasis — for the Bachelor of Science in Education degree with social sciences as the only teaching field (Plan B) are 48 semester hours. Included are: Hist. 110, 120, 130, 140, 6 semester hours of upper division U. S. History, 6 semester hours of upper division European or oriental history and 6 semester hours of upper division history electives; PSc. 120 and 3 semester hours of upper division political science; Econ. 180 or other economics course; Geog. 211; Soc. 110 and 3 semester hours of upper division sociology. Hist. 498 is highly recommended. Please refer to page 107 for an explanation of the Teacher Education Requirements. Elementary Education majors who desire an emphasis in Social Sciences should contact the Department of Education.

Hist. 110 or 120 is a General Education requirement for all academic majors and degrees. Hist. 130 and 140 are designed to fulfill elective General Education requirements.

*3+ hrs
geog
P.A.A.
requirements*

*History 110 or 120 is a prerequisite for all upper division U.S. History courses.

*History 130 or 140 is a prerequisite for all upper division European History courses.

I. U.S. HISTORY COURSES

2205-110—United States History 1492-1877 (F,S) 3 hrs. cr.

A survey of the United States from the era of discovery through reconstruction. Meets the General Education requirement for all majors.

2205-120—United States 1877 to the Present (F,S) 3 hrs. cr.

A survey of the economic, social and political development of the United States from 1877 to the present. Meets the General Education requirement for all majors.

2205-298—Topics in History

See under Complementary History Courses.

2205-305—United States Social and Intellectual History (Demand) 3 hrs. cr.

A study of ideas that have influenced the intellectual, cultural and social aspects of United States from colonial times to 1877.

2205-310—United States Social and Intellectual History (Demand) 3 hrs. cr.

A study of the society and ideas of the United States during the period of its great industrial expansion and emergence as a major world power.

2205-315—Economic History of the United States (Demand) 3 hrs. cr.

A study of the development of the American economy and its related institutions from the early national period to the present.

2205-325—The American Frontier (F,Odd) 3 hrs. cr.

The westward expansion of the United States and its effects upon the social, political and economic institutions until the close of the frontier in 1890.

COURSES OF INSTRUCTION

2205-330—History of the American Indian (Demand) 3 hrs. cr.
A study of the social, political, diplomatic, military and legal history of the native American society.

2205-335—Diplomatic History of the United States to 1900
(Demand) *Fall Given* 3 hrs. cr.
A study of the diplomatic relations of the United States and the related development of its foreign policy from 1775 to 1900.

2205-340—Twentieth Century Diplomacy (S,Odd) 3 hrs. cr.
An investigation of United States diplomacy and the present-day world. The course emphasizes the role of the United States in world affairs.

2205-345—Age of Jefferson and Jackson (F,Even) 3 hrs. cr.
The study concentrates on early political development in the United States. It traces the evolution of the presidency over the first years of the new government, the triumph of Jeffersonian ideas, social threads and the rise of nationalism.

2205-350—Civil War and Reconstruction (S,Odd) 3 hrs. cr.
A study of the causes of the Civil War, slavery and reform movements before the Civil War. Students will trace the development of reconstruction and political developments of the era.

2205-355—The South (F,Even) 3 hrs. cr.
A survey of the social, economic, political and intellectual history of the southern United States concentrating on tracing the distinctive characteristics of the section and attempting to discover how a consciousness of the region's separateness evolved.

2205-360—History of Missouri (S,Odd) 3 hrs. cr.
A study of Missouri's growth from its early settlement to the present. Emphasis is placed upon political, economic, institutional and social development.

2205-365—United States Colonial History (Demand) 3 hrs. cr.
A study of colonial development from 1492 to 1781. Early colonization and British imperial policy are emphasized along with social, cultural, political, and economic growth. Also, the Revolutionary War period is covered.

2205-400—United States Military Experience
1775 to Present (S) 3 hrs. cr.
Military history will be viewed broadly, as concerned with the role of force on land or sea or air against foreign governments and domestic dissidents. The course will emphasize military policy, organization, and technology, relating them to political, social, and economic developments. It will cover the major American wars and other activities of the armed forces, but only in their larger aspects, selectively and for the purpose of illustrating the broad themes in the military experience.

2205-405—The United States 1870-1920 (F,Odd) 3 hrs. cr.
A study of the United States at the turn of the century with the impact of the industrial revolution and its effect on social, political and economic institutions, the Progressive Movement and World War I.

2205-410—The United States Since 1920 (F,Even) 3 hrs. cr.
A concentration on the impact of politics, diplomacy and economic trends of the United States since 1920.

2205-420—United States Constitutional History (S,Even) 3 hrs. cr.
A study of the growth and development of the United States Constitution from 1787 to the present.

2205-498—Seminar in History.

See under Complementary History Courses.

2205-499—Independent Study.

See under Complementary History Courses.

II. EUROPEAN HISTORY COURSES

2205-130—Western Civilization to 1660 (F,S)**3 hrs. cr.**

A survey of the development and progress of western civilization from prehistoric times through 1660. The study surveys the contributions of the early peoples to civilization, as well as feudalism, the Renaissance and the Reformation. May be used as a General Education elective.

2205-140—Western Civilization 1660 to Present (F,S)**3 hrs. cr.**

A survey of western societies from the Age of Absolutism to the Nuclear Age. Emphasis is placed on the cities, the nation-state, industrialization and the impact of revolutions and two World Wars. May be used as a General Education elective.

2205-298—Topics in History

See under Complementary History Courses.

2205-307—History of East-Central Europe (Demand)**3 hrs. cr.**

A survey of the history and development of continental Europe between the Baltic and Aegean Seas. A course designed to familiarize the student with the varied peoples and governments and the importance of this area in the modern world.

2205-320—Medieval History (S, Even)**3 hrs. cr.**

A study of Europe from the end of the Roman Empire to c. 1500. Emphasis is placed on the significant aspects of the period such as feudalism, the Church, the Crusades and the origins of the Renaissance.

2205-369—Nineteenth Century Europe (Demand)**3 hrs. cr.**

Examination of the major alterations of European society during this century. Emphasis on industrialization, imperialism, revolutions, rise of socialism/communism, middle-class liberal capitalism, individual national events.

2205-370—Twentieth Century Europe (S,Odd)**3 hrs. cr.**

A survey approach with emphases on World Wars I and II, the League of Nations, the United Nations, totalitarian systems and current European/world problems.

2205-375—English History to 1660 (F, Even)**3 hrs. cr.**

A survey of the rise and development of the English people from the Celts to the Stuart Restoration. Political, social and cultural adaptations are examined.

2205-380—English History 1660 to Present (S, Odd)**3 hrs. cr.**

A survey of English people and institutions from the restoration of Charles II to the present. Concentration placed on the emergence of modern Parliamentary democracy, the industrial revolution, the Empire and current position of England in world affairs.

2205-385—History of Russia and the Soviet Union (F, Odd)**3 hrs. cr.**

A survey study of the history of Russia and the Soviet Union from pre-Tsarist time to the present. Emphasis will be placed on the land and the people, national characteristics and political institutions. The nineteenth and twentieth centuries are given special consideration.

COURSES OF INSTRUCTION

2205-390—History of Germany (S, Odd)

3 hrs. cr.

A survey study of the social, political, military and economic history of Germany, with major concentration on the post 1519 period. Emphasis is placed on the decline of the Medieval Empire, princely absolutism, national unification, Weimar Republic, Third Reich, and post World War II.

2205-400—U.S. Military Experience 1775-Present (S)

3 hrs. cr.

A broad survey of the American military experience. The course covers major wars and other activities of the armed forces with emphasis on general military policy, strategy, tactics, organization, and technology.

2205-425—The Renaissance and the Reformation 1300-1650 (Demand)

3 hrs. cr.

A study of the political, economic, religious and social events in Europe as results of the Renaissance and the Reformation. The examination traces and analyzes the rise of the state system and monarchies, intellectual and artistic advancements and the split of the Roman Catholic Church with the rise of Protestantism.

2205-435—The Era of the French Revolution and Napoleon (F, Even)

3 hrs. cr.

European events and alterations resulting in the development of the modern western world during the late eighteenth and early nineteenth centuries as response to the French Revolution and Napoleon Bonaparte. Attention is devoted to theories, causes, and effects of revolutions.

2205-440—European Intellectual History (S, Even)

3 hrs. cr.

A study of the intellectual, cultural and social development in Europe from the Italian Renaissance to the present. Examination includes the rise of scientific thought, the Enlightenment, Romanticism, nationalism, political ideologies, social reforms, and existentialism.

2205-450—English Constitutional History (Demand)

3 hrs. cr.

The development of English political and legal institutions with emphasis on the Anglo-Norman background, the rise of parliament, Tudor absolutism, the Stuart period of revolution, development of the Cabinet, nineteenth century democratization, and evaluations resulting from the crisis of the Twentieth Century.

2205-498—Topics in History.

See under Complementary History Courses.

2205-499—Independent Study.

See under Complementary History Courses.

III. COMPLEMENTARY HISTORY COURSES

2205-298—Topics in History (Demand)

3 hrs. cr.

Special historical topics are examined. Topics and instructors are changed each semester. Students are encouraged to submit areas of personal interest to guide in the selection of the topics.

2205-415—History of China (F, Even)

3 hrs. cr.

A survey of modern China. Emphasis is placed on Chinese society, political developments and relations with the West in the nineteenth and twentieth centuries. Prerequisite: Hist. 110, 120, 130 or 140.

2205-430—History of Japan (Demand)

3 hrs. cr.

A survey tracing Japan's history from the middle of the nineteenth century to the present. Attention is given to Japan's contact with the West. Prerequisite: Hist. 110, 120, 130 or 140.

INDUSTRIAL ARTS

2205-498—Seminar in History (F or S)

3 hrs. cr.

The advanced topics are those not covered in other history offerings. Emphasis is placed on the student's ability to research, assimilate and present new areas of knowledge. Prerequisite: Junior or Senior status; prior instructor consultation is advised.

2205-499—Independent Study (F,S)

1-3 hrs. cr.

An individualized project directed by the instructor/advisor with approval of the Department Head and the Dean of the School of Arts and Sciences prior to enrollment in the study. Advanced standing in the major field and a minimal grade point average of 3.0 are required.

INDUSTRIAL ARTS

School of Technology

Sutton, Adams, Holmes, Morgan, Schultz, Nickolaisen

The Industrial Arts curriculum leads to the degree of Bachelor of Science in Education with a major in Industrial Arts. The student must meet the requirements for Option I, or II, complete the required Industrial Arts courses listed below, meet the general education requirements of the College, and complete the professional education requirements for a teaching certificate. Students majoring in Industrial Arts may take any course in the School of Technology for which they have the necessary prerequisites.

Industrial Arts majors should apply to the Department of Education for admission to teacher education during the second semester of their sophomore year. See Teacher Education section of this catalog for criteria for admission to teacher education and to the professional semester.

Option I Area Major Specialization

The major consists of 45-48 semester hours. The student who wishes to specialize in one instructional area of the Department of Industrial Arts will satisfy the following requirements: (1) The required Industrial Arts courses; (2) a minimum of 21 semester hours in the area of specialization; and (3) three six-hour sequences selected from separate instructional areas.

Option II Area Major General Industrial Arts

The major consists of 45-48 semester hours. The student who wishes to specialize in General Industrial Arts will satisfy the following requirements: (1) The required Industrial Arts courses; and (2) five sequences of six hours each selected from separate instructional areas.

Option III Minor in Industrial Arts

A person choosing a single teaching field may also earn a minor of 21 semester hours in Industrial Arts courses consisting of the following required courses. This meets the Missouri Certification requirements for Grades K-9. Mach. 100, Draft. 110 and Draft. elective, IA 300, IA 301, IA 320, and IA 330.

A major in Industrial Arts requires the completion of the General Education courses (see page 55) plus the following courses: 6 hours of Drafting, 6 hours of Machine Technology, 4 hours of Electricity (IA 320 or Auto. 120), 8 hours of Wood, IA 330, IA 335, and 18 hours of Industrial Arts electives.

The Industrial Arts major will choose the sequences to meet requirements from the instructional areas listed below. The first two courses listed in each area will satisfy the six hours sequences, except where otherwise designated.

Automotive Technology: 100, 120, 200, 220, 250

Drafting and Design: 110, 120, 130, 200, 210

Electricity: Auto. 120 or IA 320

COURSES OF INSTRUCTION

Machine Technology: 100, 110, 210, 260

Graphics, Jewelry and Silversmithing: 200, 205, 230 (Art Department)

Industrial Arts majors may select additional courses from the School of Technology and count these courses as part of the Industrial Arts major with the approval of the student's advisor.

Industrial Arts majors must select twelve upper division hours within their department.

0800-300—Woodworking and Wood Construction (F) 4 hrs. cr.

A study of the basic woodworking tools and machines and their safe and efficient use and care with special attention given to the designing, construction, and finishing of projects involving the use of the tools and machines studied. One hour lecture; six hours laboratory per week.

0800-301—Wood Technology, Processes and Products (S) 4 hrs. cr.

A study of wood technology-including manufacturing of lumber, seasoning, grading, buying, properties, structure and characteristics of wood. A study of the special processes and techniques and products used and produced in the woodworking industry including wood lamination, peg diffusion, wood flour and particle moulding, wood plastic composition (WPC), ammonia bending, mass production, use of jigs and fixtures. Students will design and finish projects involving use of special processes, techniques, jigs, fixtures. One hour lecture, six hours laboratory per week.

0800-320—Applied Electricity-Electronics (S) 4 hrs. cr.

A study of the circuits, tools and equipment used in the electricity-electronics field and the application of these principles and equipment to industry. Emphasis is placed on safety in electricity, electricity, basic concepts, electrical quantities, common DC circuits, cells, and batteries, magnetism, basic measuring instruments, alternating current, inductance, transformers, capacitance, resistance, and capacitance in AC circuits, generators, motors, application of electricity residential wiring, electricity for communication, construction of demonstration apparatus. Two hours lecture; four hours laboratory per week.

0800-330—General Industrial Arts Shop (S) 3 hrs. cr.

A general industrial arts course designed to strengthen the student's knowledge of the application of tools, materials, information and the construction and manufacturing processes used in the area of Industrial Arts Education. One hour lecture; four hours laboratory per week. Prerequisite: Student must have completed field requirement in at least three areas of Industrial Arts.

0800-335—Shop Organization and Management (S) 3 hrs. cr.

Types of shop organization, equipment, and supply; sources, selection and arrangement of equipment, shop plans, inventories, accounting records, reports, requisitions, and specifications. Three hours lecture per week. Prerequisite: At least 15 hours of Industrial Education.

0800-298—Selected Topics in Industrial Arts (Demand) 1-8 hrs. cr.

Study of special topics in Industrial Arts. Each offering a course on a special topic or topics not normally included in another course. Prerequisites to be determined by the department of Industrial Arts and stipulated in syllabus.

LAW ENFORCEMENT

0800-498—Seminar in Industrial Arts (Demand)

1-3 hrs. cr.

A seminar for upper division Industrial Arts majors with topics to be announced each time the course is offered. Prerequisite: Senior standing or permission of instructor.

0800-499—Independent Study in Industrial Arts (Demand)

1-3 hrs. cr.

Individually directed reading, research, and projects in selected areas of Industrial Arts for advanced majors. Scope, depth, and area of concentration and credit will be arranged upon entry into the course. Offered by arrangement. Prerequisite: Advanced standing in Industrial Arts field or permission of instructor.

JOURNALISM DEPARTMENT

(See Communications Department)

LAW ENFORCEMENT

School of Technology

Seneker, Mosher, Richards, Spurlin, Terry, Whittle, Williams

The Associate of Science degree in Law Enforcement prepares students for entrance into police work, a field which has become highly specialized and complex at the local, state and national levels. Modern law enforcement responsibilities make academic preparation beyond the high school level essential.

Many law enforcement agencies have specific requirements regarding minimum age, height, weight, vision and other related requisites. Students interested in this field should check with appropriate agencies regarding their requirements. Students considering a major in this field should schedule a conference with the Director of Law Enforcement Programs before enrolling.

The Associate of Science in Law Enforcement requires the completion of the general education courses (see page 57) plus the following: PSc 120, Soc. 110, 210, 312, 351, Psy. 100, 221, HPER 160, 220, LE 100, 110, 150, 190, 200, 210, 250, and 290. Electives should be selected with advisor approval.

5505-100—Introduction to Law Enforcement (F,S)

3 hrs. cr.

Municipal, county, state and federal police organizations. History and administration of justice. Responsibilities and opportunities in the field of law enforcement.

5505-110—Police Organization and Administration (F)

2 hrs. cr.

Management operations, communications, budgeting, recruiting, training and public relations as they pertain to the local and state law enforcement agencies.

5505-150—Interview and Report Writing (S)

2 hrs. cr.

The techniques of interviewing and writing the report. Legal considerations for criminal interrogations. Use of basic report forms and records systems.

5505-190—Supervised Police Work (Summer)

6 hrs. cr.

The student spends a specific amount of time in the local police department, the local sheriff's department, and with other area agencies learning the standard line activities. The purpose is to introduce the student to the actual duties of law enforcement officers. Prerequisite: LE 100, LE 110, LE 150.

COURSES OF INSTRUCTION

5505-200—Criminal Investigations (F) 3 hrs. cr.

Fundamentals of criminal investigation techniques including crime scene procedures, burglary, and death investigation. Includes collection, preservation, identification of evidence and overview of crime lab procedures.

5505-210—Criminal Procedures (F) 3 hrs. cr.

Criminal law procedures from arrest through trial. Search and seizure, laws of evidence, review of pertinent supreme court decisions and related topics. The order of criminal trial.

5505-250—Criminal Law (S) 3 hrs. cr.

Criminal law purposes and functions; laws concerning arrest, search, and seizure. Rights and duties of officers and citizens in relation to local, state and federal laws. The development, application and enforcement of laws.

5505-290—Police Supervision and Management (S) 3 hrs. cr.

Principles of personnel management as applied to law enforcement agencies; evaluation, promotion, discipline, training, employee welfare, and problem-solving leadership.

5505-298—Special Topics in Law Enforcement (Demand) 1-8 hrs. cr.

Course content varies and is designed to meet current needs and interests in the rapidly changing field of law enforcement. Precise topics to be announced, and prerequisites will be stipulated in the course syllabus.

MACHINE TECHNOLOGY

School of Technology

Schultz, Nickolaisen

Missouri Southern State College offers an Associate of Science in Machine Technology. The specialized course work in this curriculum is designed to prepare students for employment in the metal working industries. General education courses provide growth as an individual and for constructive living in the family and nation.

The curriculum is college oriented. Students following this curriculum are regular members of the college student body and are expected and encouraged to participate in extracurricular activities.

The Associate of Science in Machine Technology requires the completion of the general education courses (see page 57) plus the following: Draf. 110, 130, Mach. 100, 110, 160, 210, 240, 260, and Math 112.

5315-100—Introduction to Machine Tool Processes (F) 5 hrs. cr.

An introductory course covering the operation, safety, set-up and theory of the five basic machine tools, the lathe, drill press, milling machine, pedestal grinder, shaper and planers, and the basic theory and operation of heat treatment and inspection equipment. Two one-hour lectures; three three-hour laboratories per week.

5315-110—Advanced Machine Tool Processes (S) 5 hrs. cr.

The study and use of attachments and accessories for basic machine tools and the introduction of production machines and methods; screw machines, turret lathe, tracer lathes, gear hob, electrical discharge machines, I.O. and O.D. grinders, and surface grinders. Two one-hour lectures; three three-hour laboratories per week. Prerequisite: Mach. 100.

5315-160—Process Instrumentation/Quality Control (F) 2 hrs. cr.

Teaches quality control, inspection and precision measurement procedures. Utilizes air

MARKETING AND MANAGEMENT

and electronic gauging systems, optical measurement and related math. One one-hour lecture; one two-hour laboratory per week.

5315-210—Fundamentals of Cutting Tools (F) 5 hrs. cr.

Introduction to tool geometry, chip formation and effects of coolants and tool design on tool life. Instruction on the sharpening of standard cutting tools for drilling, formed relieved and profile relieved end mills and mill cutters, and on the applications of various factors on machinability. The use of carbides and ceramics as cutting tools. Two one-hour lectures; three two-hour laboratories per week. Prerequisite: Mach. 110 or Wood 300.

5315-240—Fundamentals of Toolmaking (S) 5 hrs. cr.

Advanced course on the designing, machining, and manufacturing of production tools and dies and jigs and fixtures. Prerequisites: Mach. 110 and Draf. 110. Two one-hour lectures; seven hours laboratory per week.

5315-250—Numerical Control in Machining (Demand) 3 hrs. cr.

The introduction to point-to-point and continuous path numerical control, part programming, operation of numerical control systems, and justification and maintenance of numerical control systems. One one-hour lecture; two two-hour laboratories per week. Prerequisites: Mach. 110, Mach. 150, and Draf. 110.

5315-260—Fundamentals of Metallurgy (S) 2 hrs. cr.

Introduction to ferrous and non-ferrous metallurgy. Studies the physical properties of the various alloys, heat treatment of them, chemical properties of metals, applications of the various metals, machinability, tensile strength and hardness testing, and study of the grain structure of the various alloys. One one-hour lecture; one two-hour laboratory per week.

5315-298—Selected Topics in Machine Technology (Demand) 1-8 hrs. cr.

Study of special topics in Machine Technology. Each offering of a course will be on a special topic or topics not normally included in another course. Prerequisites will be specified by the department in a syllabus of the course.

5315-498—Seminar in Machine Technology (Demand) 1-3 hrs. cr.

Covers specialized knowledge and skills related to new developments in machine technology. Topics will vary by the semester and situation. Prerequisite: Senior standing in management-technology and having the Associate Degree in Machine Technology.

5315-499—Independent Study in Machine Technology (Demand) 1-3 hrs. cr.

Individually directed reading, research, and discussions in selected areas of Machine Technology, for advanced majors. Scope, depth, and area of concentration and credit will be arranged upon entry into the course. Offered by arrangement. Prerequisite: Permission of the instructor.

MARKETING AND MANAGEMENT

School of Business Administration

Harbin, Johnson, Larimore, Leon, Marion, Miller, Tiede

Look under General Business for requirements essential to earning Bachelor of Science in Business Administration degree with the Marketing and Management major. In the same place find the requirements for the Bachelor of Science in Education degrees with a Business Education major.

COURSES OF INSTRUCTION

0509-300—Principles of Marketing (F,S)

3 hrs. cr.

A survey of the major marketing methods, institutions and practices. The subjects of retailing, wholesaling, distribution channels, marketing legislation, advertising, cooperative marketing research and marketing cost are treated from the standpoint of consumers, middlemen and manufacturers. Prerequisite: Econ. 202.

0509-312—Retailing (F,S)

3 hrs. cr.

Principles of successful retail management; analytical and research methods applicable to problems of retail management. Prerequisite: MM 300.

0509-321—Salesmanship (F)

3 hrs. cr.

Principles and methods of effective personal and industrial selling. Course also stresses practical aspects through actual sale presentation by the students which are videotaped and critiqued according to the basic selling principles. Prerequisite: MM 300, Principles of Marketing.

0506-350—Principles of Management (F,S)

3 hrs. cr.

A survey of the current state of the art and science of management. The study of the role of managers and how through the coordination of the managerial functions (planning, organizing, leading, contributing, etc.) organizational and individual goals may be achieved.

0515-352—Personnel Management (F,S)

3 hrs. cr.

A study of the principles and practices of management with emphasis on the human factors, including procurement, development and maintenance of an effective work force. Prerequisite: MM 350 or consent of instructor.

0509-401—Promotional Strategy (F,S)

3 hrs. cr.

Description of fundamental advertising and promotional principles and their application in mass marketing. Analysis of advertising media, the preparation of advertising, and formulation of campaigns. Prerequisite: MM 300.

0509-412—Marketing Management (F)

3 hrs. cr.

Managerial aspects of marketing: problems involved in goal setting, planning, and strategies as they apply to product policy, pricing objectives, promotional objectives, distribution policy, and marketing intelligence. Prerequisite: MM 300 and MM 350.

0506-431—Production Management (F)

3 hrs. cr.

Principles and decision analysis related to the effective utilization of the factors of production and operations in manufacturing activities for both intermittent and continuous systems. The study of operations management, analytical models and methods, facilities design, and the use of computer modeling for control systems for effective production operations. Prerequisite: GB 321, Business Statistics I.

0509-432—Consumer Behavior (S)

3 hrs. cr.

An interdisciplinary approach to the analysis and interpretation of consumer buying habits and motives, and the resultant purchase of goods and services. The purchaser's psychological, economic and socio-cultural actions and reactions are stressed. Prerequisite: MM 300.

0506-441—Organizational Behavior (S)

3 hrs. cr.

Study of people in organizations to provide an opportunity for one to become more aware of themselves. Focuses on organizational effectiveness as well as satisfaction of individual needs. Students are offered the opportunity to develop more fully their ability to analyze and act on human behavior problems they will face in the future. Prerequisite: MM 350.

MATHEMATICS

0506-452—Business Policy (S)

3 hrs. cr.

An integrating capstone course cutting across all fields of business administration. Cases pertaining to top management decision making are used. Prerequisite: MM 300, MM 350, Econ. 350. This course must be taken during the last semester of college work.

0509-470—Marketing Research (S)

3 hrs. cr.

A course involving the systematic gathering, recording, analyzing and presentation of data relating to (1) market analysis, (2) sales analysis, (3) consumer research, (4) advertising research and (5) attitude research. Prerequisite: GB 321, and six hours of marketing.

0509-498—Seminar in Marketing and Management (Demand) 1-3 hrs. cr.

A seminar for upper division marketing and management or related majors with topics to be announced each time the course is offered. Prerequisite: Senior standing or permission.

0509-499—Independent Study in Marketing and Management (Demand)

1-3 hrs. cr.

Individually directed readings, research, and discussions in selected areas of marketing and management for advanced majors. Scope, depth, area of concentration and credit to be arranged upon entry into course. Offered by arrangement. Prerequisite: G.P.A. of 3.0 in major field and permission.

MATHEMATICS

School of Arts and Sciences

Martin, Department Head; Boehning; Elick; Jolly;
Livingston; Mulkey; Shields; Subramanian; Suchan

Graduates have graduate school and career opportunities in a variety of areas such as statistics, computer science, economics, engineering, operations research and management as well as in mathematics and mathematics education.

Requirements for a major in mathematics for the Bachelor of Science degree are 39 semester hours in mathematics including Math 150, 250, 260, 300 and 21 additional upper division semester hours. Additional requirements are 18 semester hours in physical science excluding Chem. 100, Geol. 100 and Phys. 100.

Requirements for a major in mathematics for the Bachelor of Science in Education degree with mathematics as one of two teaching fields (Plan A) are 30 semester hours in mathematics including Math 150, 250, 260, 300 and 12 additional upper division semester hours. See page 107 for teacher education requirements.

Requirements for a major in mathematics for the Bachelor of Science in Education degree with mathematics as the only teaching field (Plan B) are 33 semester hours in mathematics including Math 150, 250, 260, 300 and 15 additional upper division semester hours. Additional requirements are 10 semester hours in the physical sciences excluding Chem. 100, Geol. 100 and Phys. 100. See page 107 for teacher education requirements.

General Education requirements for the Baccalaureate and the Associate of Arts degree can be met with any mathematics course numbered 110 or above. Note the limitations on Math 111. General Education requirements for the Associate of Science degree can be met with any mathematics course numbered 030 or above.

COURSES OF INSTRUCTION

1701-020—Beginning Algebra (F,S) 3 hrs. cr.

Operations on signed numbers, linear equations and inequalities, systems of linear equations, factoring polynomials. No credit towards baccalaureate degree.

1701-030—Intermediate Algebra (F,S) 3 hrs. cr.

Factoring, operations on polynomials, radicals, quadratic equations. Prerequisite: One year of high school algebra and satisfactory score on the Mathematics Placement test, or Math 020 with a grade of C. No credit towards baccalaureate degree.

1701-110—Introduction to College Mathematics (F,S) 3 hrs. cr.

Basic college mathematics with an introduction to various areas of mathematics such as computer programming, linear programming, set theory, probability and statistics, and geometry. This course satisfies the requirement in mathematics for general education. Prerequisite: One year of high school algebra and satisfactory score on the Mathematics Placement Test, or Math 020 with a grade of C.

1701-111—Mathematics for Elementary Teachers I (F,S) 3 hrs. cr.

The real number system and its subsystems, relations and functions, numeration systems. Prerequisite: One year of high school algebra and satisfactory score on the Mathematics Placement Test, or Math 020 with a grade of C. (Will not meet general education mathematics requirement for nonelementary education majors.)

1701-112—Trigonometry (Demand) 3 hrs. cr.

Trigonometric and logarithmic functions, complex numbers, with applications. Prerequisite: One and one half units of high school algebra, one unit high school geometry, and satisfactory score on the Mathematics Placement Test, or Math 030, or permission of the instructor.

1701-120—Mathematics for Elementary Teachers II (F,S) 3 hrs. cr.

A continuation of Math 111. Sets of points, metric and non-metric geometry, probability. Recommended for prospective elementary teachers. Prerequisite: Math 111 or permission of instructor.

1701-130—College Algebra (F,S) 3 hrs. cr.

Linear equations, radicals, exponents, quadratic equations, inequalities, theory of equations, and the binomial theorem. Prerequisite: One and one half units of high school algebra, one unit of high school geometry and satisfactory score on the Mathematics Placement Test, or Math 30 with grade of C.

1701-131—Finite Mathematics (F,S) 3 hrs. cr.

An introduction to finite mathematics with algebra that is designed for business, social science, and computer science students. Set theory, functions, matrices, linear programming, probability and statistics, with applications. Prerequisite: One and one half units of high school algebra and satisfactory score on the Mathematics Placement Test, or Math 030 with a grade of C.

1701-140—Algebra and Trigonometry (F,S) 5 hrs. cr.

This course is the equivalent of Math 112 and Math 130. Prerequisite: One and one half units of high school algebra, one unit of high school geometry or permission of the instructor and satisfactory score on the Mathematics Placement Test.

1701-150—Calculus with Analytic Geometry I (F,S) 5 hrs. cr.

Differentiation and integration of algebraic functions and plane analytic geometry using vectors. Prerequisite: Math 140 with a grade of C, or four units of high school mathematics and a satisfactory score on the Mathematics Placement Test.

MATHEMATICS

1701-250—Calculus with Analytic Geometry II (F,S) 5 hrs. cr.

Differentiation and integration of transcendental function and trigonometric functions polar coordinates, theory of limits and continuity, parametric equations. Applications to physical problems. Prerequisite: Math 150 with a grade of C.

1701-260—Calculus with Analytic Geometry III (F,S) 5 hrs. cr.

Solid analytic geometry, indeterminant forms, infinite series, partial differentiation and multiple integrals. Prerequisite: Math 250 with a grade of C.

1701-300—Fundamentals of Mathematical Thought (S) 3 hrs. cr.

An introduction to modern algebra and analysis. Sets, relations, functions, logical development of number systems, introduction to theory of groups, rings, integral domains and fields. Prerequisite or corequisite: Math 260.

1701-302—Calculus for the Management and Social Sciences (Demand) 3 hrs. cr.

Calculus applications of differentiation and integration in business and social sciences. Prerequisite: Math 130, or Math 131, or two years high school algebra and satisfactory score on the Mathematics Placement Test. Will not count toward a major in mathematics.

1702-310—Elementary Statistics (Demand) 3 hrs. cr.

Provides a basic statistical background for the various majors for advanced study in their specialties. Topics to be covered include data reduction, measures of central tendency, linear regression, correlation, and hypothesis testing, with applications to social, managerial, biological, and physical sciences. This course satisfies the general education requirements in mathematics. Prerequisite: two years high school algebra or Math 130. Will not count toward a major in mathematics.

0833-312—Problems of Teaching Arithmetic in the Elementary Schools 2 hrs. cr.

(See Education 312 for description.) Will not count toward a major in mathematics.

1701-322—Differential Equations (S) 3 hrs. cr.

Ordinary differential equations of first and second order, linear equations with constant coefficients, Laplace transforms, power series solutions, numerical solutions, with applications. Prerequisite: Math 260.

1701-332—Geometry (F) 3 hrs. cr.

Geometric theory from a modern axiomatic viewpoint. Includes an introduction to finite, projective, Euclidean, and non-Euclidean geometries.

0833-339—Teaching Mathematics in Secondary School (S) 2 hrs. cr.

(See Education 339 for description.) Will not count toward a major in mathematics.

1701-340—Advanced Engineering Mathematics (Demand) 3 hrs. cr.

Applied linear algebra and boundary value problems in partial differential equations. Corequisite: Math 322 or permission of instructor.

1701-342—Abstract Algebra (F,Odd) 3 hrs. cr.

Number theory, equivalence and congruence, theory of groups, rings, ideals, integral domains, and fields. Prerequisite: Math 300.

1703-350—Introduction to Numerical Analysis (S,Even) 3 hrs. cr.

Error Analysis, solution of polynomial and transcendental equations, co-location polynomials, matrix methods, numerical differentiation and integration. Prerequisite: Math 250 and Comp. 120.

COURSES OF INSTRUCTION

1701-351—Linear Algebra (S,Odd)

3 hrs. cr.

The algebra of linear equations and matrices, vector spaces, linear mappings and transformations, determinants, bilinear and quadratic forms, linear functionals, vector inner products and cross products. Prerequisite or corequisite: Math 300.

1702-361—Introduction to Probability (F)

3 hrs. cr.

Introduction to theory of probability using concepts and methods of calculus. A study of discrete and continuous distributions. The central limit theorem. Prerequisite: Math 260.

1701-412—Vector Analysis (S,Odd)

3 hrs. cr.

Vector spaces, linear transformations, determinants, eigenvalues and diagonalization of symmetric matrices, curl, divergence, gradient, multiple integrals and the theorem of Green, Gauss and Stokes. Corequisite: Math 260.

1701-421—Advanced Calculus I (F,Even)

3 hrs. cr.

A rigorous review of elementary calculus: Real number systems, continuous functions, functions of several variables, implicit functions. Prerequisite or corequisite: Math 300.

1701-422—Advanced Calculus II (S,Even)

3 hrs. cr.

Coordinate transformations, vectors, multiple integrals, Green's theorem, theory of integration, differential equations, Fourier Series. Emphasis on theory rather than applications. Prerequisite: Math 421.

1703-431—Numerical Analysis (F,Even)

3 hrs. cr.

Fundamental numerical analysis theorems, Error Analysis, data approximation techniques, difference calculus, numerical solution of differential equations. Prerequisite: Math 322 and Comp. 120.

1799-498—Seminar in Mathematics (Demand)

1-3 hrs. cr.

A seminar for upper division math or related majors. The class meets regularly each week. Meeting times per week are equal to the number of credit hours determined by the department for a given semester. The course is designed to give both broad and specialized knowledge of the discipline. Prerequisite: Advanced standing in major field and consent of department head.

1799-499—Independent Study (Demand)

1-3 hrs. cr.

An independent study course structured by the adviser with approval of the department head and school dean. Prerequisite: Advanced standing in the major field with a grade point average of 3.0. Registration must be approved by the advisor, department head, and school dean.

MILITARY SCIENCE

School of Technology

Peterson, Rousselot, DiGesualdo, Cantrell

The Military Science Department directs and administers the Army Reserve Officers Training Corps (ROTC) program by joint agreement between MSSC and the US Army. The primary objective is to prepare qualified students for military service as officers in the Regular Army, Army Reserves or National Guard while earning a college degree.

The basic Courses, 111, 112, 121, and 122 are open to all students on campus. They are elective courses and incur no military obligation. These courses or any of the following may qualify students for Advanced ROTC:

- a. ROTC Basic Camp
- b. ROTC Summer Practicum at MSSC
- c. Two or more years active military duty in the Army, Navy, Air Force or Marines.
- d. Three or more years JROTC.

Selected students who have completed one of the above may enroll for the advanced program. A minor in Military Science may be obtained by completion of not less than 16 hours of MS courses to include: MS 301, 302, 411, 412.

Advanced course and all scholarship students receive \$100 per month plus pay and travel to one summer camp. Scholarship students have all tuition, books, and fees paid by the US Army. Total financial assistance for the nonscholarship students is approximately \$2500.

Three, two and one-year scholarships are available to qualified students before enrolling in college. Complete information may be obtained at the Military Science Department.

1801-111—Military Adventure Training (F,Odd) 2 hrs. cr.

Introduction to basic skills in rappelling, map reading, rifle marksmanship, and military job opportunities. One-hour lecture; two-hour lab per week.

1801-112—Military Team Skills (S,Even) 2 hrs. cr.

Introduction to basic skills in mountaineering, survival training, pistol marksmanship and military job opportunities. One-hour lecture; two-hour lab per week.

1801-121—Individual Military Skills I (F,Even) 2 hrs. cr.

Introduction to basic skills in orienteering, mountaineering techniques, rifle marksmanship and military job opportunities. One-hour lecture; two-hour lab per week.

1801-122—Individual Military Skills II (S,Odd) 2 hrs. cr.

Introduction to basic skills in land navigation, rappelling, pistol marksmanship, camping safety and sanitation and military job opportunities. One-hour lecture; two-hour lab per week.

1801-190—Basic ROTC Summer Practicum (Sum) 1-6 hrs. cr.

A practical course designed to meet the needs of freshmen and sophomores desiring to enroll for advanced ROTC. A varied number of credits are available depending on the needs of the students. The course will cover mountaineering, map reading, survival, basic physical conditioning, basic drill, tactics, and job opportunities in the Army.

1801-298—Seminar in Military Science (ROTC Basic Camp) (Sum) 8 hrs. cr.

An in-depth study of the Military Science courses normally taught on college campus during the Freshman and Sophomore years, including: tactics, marksmanship, communication, physical conditioning, and practical leadership experience. The five-week course is taught at Ft. Knox, KY, with transportation and room and board provided by the Army.

1801-301—Leadership and Management I (F) 3 hrs. cr.

Leadership, its principles, responsibilities and techniques. Functions of the leader; leadership including management of military assets; introduction to leadership theory and practice and military law. Included is a physical training program and a weekend field problem. Prerequisite: Permission.

1801-302—Fundamentals and Dynamics of Military Team I (S) 3 hrs. cr.

Branches of the Army, small unit tactics, communications, leadership theory and practice. Included is a physical training program and two weekend field problems. Prerequisite: Permission.

COURSES OF INSTRUCTION

2205-400—United States Military Experience 1775 to Present (S)

3 hrs. cr.

Military history will be viewed broadly, as concerned with the role of force on land or sea or air against foreign governments and domestic dissidents. The course will emphasize military policy, organization, and technology, relating them to political, social, and economic developments. It will cover the major American wars and other activities of the armed forces, but only in their larger aspects, selectively and for the purpose of illustrating the broad themes in the military experience.

1801-411—Fundamentals and Dynamics of Military Team II (F)

3 hrs. cr.

Command and staff concept and evolution, organization for operations, the value and scope of military intelligence, the composition and mission of various military teams, broad aspects of military logistics; leadership theory and practice. Also included is a program of directed readings in Military History (History of War Seminar may be substituted), a physical training program and a weekend field problem. Prerequisite: Permission.

1801-412—Leadership and Management II (S)

3 hrs. cr.

Military law, obligations and responsibilities of an officer, military personnel, logistics and administrative management; world change and military implications; leadership theory and practice. Also included is a physical training program and two weekend field problems. Prerequisite: Permission.

1801-498—Seminar in Military Science (Demand)

1-3 hrs. cr.

A seminar for upper division cadets. The course is designed to give both broad and specialized knowledge of the discipline through the study and analysis of selected topics. Prerequisite: Advanced standing in Military Science and consent of department head.

MUSIC

School of Arts and Sciences Department of Fine Arts

Sims, Department Head; Carnine; Elliott; Harrell; Harris; Havelly; Thelen

The department of Music offers a major in music for the Bachelor of Arts degree which prepares one for performance, studio teaching, and/or continued study toward an advanced degree; and a major in music for the Bachelor of Science in Education which prepares one for teaching in public education.

Requirements for a major in music for the Bachelor of Arts degree are 74 semester hours in music including: Mus. 109, 210, 111, 112, 181, 182, 211, 212, 240 (eight semesters)*, 311, 312, 420, 431, 444, 450†; eight semesters of private study in one area**; 8 semester hours of music electives (applied or courses); and eight semesters of large ensemble.††

See pages 55 and 56 for general education requirements of 46 semester hours.

Requirements for a major in music for the Bachelor of Science in Education degree with music as the only teaching field (Plan B) are 69 semester hours in music including: Mus. 109, 210, 111, 112, 131, 181, 182, 211, 212, 240 (seven semesters)*, 311, 312, 332, 420, 431, 432, 444, 450, seven semesters of private study in one area**, and seven semesters of large ensemble.††

Three different certification options require these additional courses or differences; and a piano proficiency test, music 131, music 332, and music 432 must be completed before recommendation by the department for the "Professional Semester" of supervised teaching.

Option 1: Instrumental emphasis: 5 semester hours
Mus. 231, 232, 233, 234, 411.

- Option 2:** a. Vocal emphasis: Piano 6 semester hours
 b. Vocal emphasis with piano major: 4 semester hours
 Piano used as the private study major instead of voice; 4 semester hours of private voice study, and seven semesters of large choral ensemble.

- Option 3:** Double Certification
 (Instrumental and Vocal): 10 semester hours
 All of the courses listed for Option 1 plus 310, and two semesters of large choral ensemble.

See page 59 for teacher education requirements of 30 semester hours.

* Attendance at afternoon and evening recitals and concerts is required of all music majors each semester.

† A solo recital is required of all music majors.

** In applied music a minimum practice requirement is one hour per day for each hour (half-hour lesson) of credit.

†† Large ensemble requirements are to be met as follows:

String major—Orchestra; Keyboard major in Option 1—any large ensemble with permission of instructor; Vocal major Option 2: a and b—College Chorale; Wind and Percussion major—Band.

See pages 55 and 56 for general education requirements.

One course of the General Education requirements in Area 2 of Humanities and Fine Arts can be met with Mus. 110 or 311 or 312.

1004-102,202,302,402—Opera or Musical Theater Performance (S) 1 hr. cr.

A laboratory course devoted to the performance of musicals or operas. Performance of a role in the production along with active participation in the different areas of staging the musical or opera. Credit is applied after departmental evaluation and approval at the end of the semester. (Students may not receive credit from both the theater department and music department for the same production).

1004-109—Sight-singing and Ear-training (S) 2 hrs. cr.

The basic skills and concepts needed for sight-reading, sight-singing, solfege, rhythmic dictation, melodic dictation, and harmonic dictation are introduced, studied, and applied in aural and notated musical examples.

1006-110—Music Appreciation (F,S) 3 hrs. cr.

Designed to give the non-music major an insight into musical masterpieces from all eras of music literature.

1004-111—Music Theory (F) 3 hrs. cr.

Study of basic fundamentals of music with initiation of harmonic analysis and part-writing. Basic course for music majors; others by consent of the instructor.

1004-112—Music Theory (S) 3 hrs. cr.

Sequential course in written harmony, including inversions, seventh chords, and nonharmonic tones. Prerequisite: Mus. 111.

1004-121,122,321,322—Concert Chorale (F,S) 2 hrs. cr.

Open to all college students. Preparation and performance of great choral works. Prerequisite: permission of the instructor. Each class may be repeated one time for credit.

0832-131—Introduction to Professional Music Education (Demand) 1 hr. cr.

A course designed to orient the student to the profession of music education.

COURSES OF INSTRUCTION

1004-133—Opera and Musical Theater (F)

2 hrs. cr.

A course devoted to the history, production, and performance of one act operas, operatic excerpts, musicals and light opera. The course will have academic concentration the first six weeks on opera history and opera production with the last ten weeks focusing upon the particular musical or light opera selected for production the spring semester of that year.

1004-135—Musical Theater and Opera (F)

2 hrs. cr.

A course devoted to the history, production, and performance of one act operas, operatic excerpts, musicals and light opera. The course will have academic concentration the first six weeks on musicals and their production with the last ten weeks focusing on the particular one act opera(s) and/or operatic excerpts selected for production the spring semester of that year.

1004-141,142,341,342—Lab Band (F,S)

1 hr. cr.

A stage band open to all students who are qualified instrumentalists. The Lab Band will prepare and present several concerts during the year, while dealing primarily with music of the jazz idiom. Prerequisite: permission of the instructor. Each class may be repeated one time for credit.

1004-151,152,351,352—Orchestra (F,S)

2 hrs. cr.

Open to all college students who play an orchestral instrument. The orchestra will present public concerts, performing standard and orchestral literature. Prerequisite: consent of instructor. Each class may be repeated one time for credit.

1004-161,162,361,362—Collegiates (F,S)

1 hr. cr.

Small select ensemble. Performs all literature from madrigal to modern music, written for small vocal ensemble. Prerequisite: audition. Each class may be repeated one time for credit.

1004-171-172,371-372—Brass Choir (F,S)

1 hr. cr.

Open to all students with band instrument experience. Performance of literature for brass ensemble. Two meetings per week. Each class may be repeated one time for credit.

1004-180—Choral Society (Demand)

no credit

Open to all college students and area adults. The purpose of this course is to offer choral experiences for all college students and adults not eligible for the choir. Concerts will be scheduled throughout the year at the discretion of the conductor.

1004-181—Choral Conducting Techniques (F)

2 hrs. cr.

Technique of baton, factors in interpretation, score reading, rehearsal procedures for choral organizations, program building, and public appearances.

1004-182—Instrumental Conducting Techniques (S)

2 hrs. cr.

Techniques of baton, factors in interpretation, score reading, rehearsal procedures for instrumental organization, adds program building, and public appearances. Laboratory work with the college Concert Band or Orchestra.

1004-191,391—Marching Band (F)

2 hrs. cr.

Open to all qualified students with high school band experience. A study and practice of the fundamentals of drill and presentation of marching maneuvers and pageants at athletic events and various community events. Prerequisite: permission of instructor. Each class may be repeated one time for credit.

1004-192,392—Concert Band (S)

2 hrs. cr.

Open to all qualified students with band instrument experience. Rehearsal and public performances based upon study and preparation of composite repertoire for this media. Prerequisite: permission of instructor. Each class may be repeated one time for credit.

MUSIC

1004-210—Sight-singing and Ear-training (F)

2 hrs. cr.

Sequential course in using the skills and concepts in sight-singing and ear-training. Melodies of increasing difficulty will be read at sight. The ear-training emphasis will be in harmonic dictation. Prerequisite: Mus. 109

1004-211—Music Theory (F)

3 hrs. cr.

Modulation, diatonic seventh chords, altered chords, advanced part-writing procedures. Prerequisite: Mus. 112.

1004-212—Music Theory (S)

3 hrs. cr.

Secondary dominant chords, augmented triads and sixth chords, advanced modulation, introduction to contemporary techniques. Prerequisite: Mus. 211.

Instrumental Techniques (F,S)

1 hr. cr.

1004-231 String Techniques (F)

1004-232 Brass Techniques (S)

1004-233 Percussion Techniques (F)

1004-234 Woodwind Techniques (S)

Class instruction in the orchestral and band instruments, including a study of methods and materials to be used in the teaching of a beginning student.

1004-240—Recital Attendance (F,S)

0 hrs. cr.

Attendance at afternoon and evening recitals and concerts is required of all music majors each semester.

1004-298—Selected Topics in Music (Demand)

1-3 hrs. cr.

Study of special topics in music not included in another course. Prerequisite: permission of instructor.

1004-310—Vocal Technics (F,S)

1 hr. cr.

Class instruction in tone production of the human voice and the correct usage of vowels and consonants for singing. Skill is developed so that each student will be able to sing individually demonstrating correct tone production. Includes vocal methods and solo materials.

1006-311—History of Music (F)

3 hrs. cr.

General survey of history of music from Greek period to 18th century. (Formerly 351.)

1006-312—History of Music (S)

3 hrs. cr.

From 18th century to the present. Score reading required. (Formerly 352.)

0832-332—Music for Elementary School (F,S)

3 hrs. cr.

Emphasis on methods of teaching music in the elementary classroom and a study of materials to be used. (Formerly 262.)

1004-411—Marching Band Methods (F)

1 hr. cr.

Study of procedures needed in organization, promotion, equipping, rehearsing and performance of a marching band. Includes study of musical repertoire and charting of field maneuvers. For music majors; others by consent of instructor. Prerequisite: 1 sem. Marching Band.

1004-420—Form and Analysis (F)

3 hrs. cr.

Harmonic and formal analysis of compositions from the Baroque Era through contemporary music. Prerequisite: Mus. 212.

1004-431—Orchestration (S)

3 hrs. cr.

Capacities of orchestral instruments. Scoring for various orchestral combinations, including full orchestra. Prerequisite: Mus. 212.

COURSES OF INSTRUCTION

0832-432—Music in the Public School (F) 3 hrs. cr.

A course designed to acquaint the music education major with the problems of the administration and supervision of the school music program through the high school level. The content includes the place of music in the school program, music equipment, schedules, budget, instructional problems, and public relations in music. (Formerly 371.)

1004-444—Advanced Conducting Techniques (F) 2 hrs. cr.

To prepare the student to successfully handle some of the more difficult conducting skills. Includes irregular beat patterns, advance technical problems and methods developed for solving them. Prerequisite: Mus. 181, 182.

1004-450—Senior Recital 0 hrs. cr.

A solo recital is required of all music majors.

1004-498—Seminar in Music (Demand) 1-3 hrs. cr.

A seminar for upper division music majors or related majors. The topics and methods covered in the seminar will be those not included in other courses. Permission of the instructor is required.

1004-499—Independent Study (Demand) 1-3 hrs. cr.

An independent study course structured by the advisor with approval of the department head and school dean. Prerequisite: advanced standing in the major field with a grade point average of 3.0. Registration must be approved by the advisor, department head, and school dean.

Applied Music — (Private Lessons)

Major in: Brass, Keyboard*, Percussion, String, Woodwind, and Voice.
All major applied music offerings may be repeated one time for credit.

1004-207	2 hrs. cr.
1004-208	2 hrs. cr.
1004-407	2 hrs. cr.
1004-408	2 hrs. cr.

Elective** in the six areas listed above under major.

1004-105	1 hr. cr.
1004-106	1 hr. cr.
1004-305	1 hr. cr.
1004-306	1 hr. cr.
1004-107	2 hrs. cr.
1004-108	2 hrs. cr.
1004-307	2 hrs. cr.
1004-308	2 hrs. cr.

Piano Proficiency

1004-103	No Prerequisite
1004-104	Prerequisite: 1004-103 or equivalent
1004-203	Prerequisite: 1004-104 or equivalent
1004-204	Prerequisite: 1004-203 or equivalent

Provides an acquaintance with the keyboard through the development of reading skills, fundamental piano techniques, basic musicianship, and elementary repertoire. Maximum credit allowed: four units. Open to all students, but designed primarily for the music major requiring keyboard competency who has little or no piano background.

***Piano Major**

1004-207; 1004-208 Prerequisite: Ability to play in a pianistic and musical manner composition comparable to Piano Level IV.

1004-407; 1004-408 Prerequisite: Piano 1004-208 or equivalent and approved candidacy for BS or BA degree and recital approval.

The required courses for music students enrolled in the BS or BA programs with piano major. Under-class courses may be repeated each year for credit. Descriptions of the piano levels are available from the Music Department office.

****Piano Elective**

1004-105; 1004-106 No Prerequisite

1004-305; 1004-306 Prerequisite: 1004-106 or equivalent

An elective course open to all students. Provides an opportunity to facilitate individual expression at the keyboard and to develop musicianship.

NURSING**School of Technology**

Ipock, Elgin, Jacobs, Ketchum, Ross

Missouri Southern State College offers a program leading to an Associate of Science Degree in Nursing. Upon satisfactory completion, the graduate is eligible to apply to write the State Board Test Pool Examination for licensure as a Registered Nurse (R.N.). This program is NLN accredited.

Admission to Missouri Southern State College does not automatically confer admission to the nursing program. In addition to meeting admission requirements for the College, candidates who are interested in a career in nursing as a Registered Nurse (R.N.) are required to apply for admission to the Department of Nursing. The application form may be obtained from the Department of Nursing office, Kuhn Hall. Applications should be submitted prior to March 1 preceding the Fall Semester which you wish to enter. Each application is reviewed by the Admission Committee for the Department of Nursing.

In determining a candidate's eligibility for admission basic qualifications compatible with the profession of nursing are given consideration including test results, scholarship, physical, mental, emotional health and references establishing personal abilities.

Based upon the Committee's evaluation, each applicant is placed in one of three categories: 1) Approved for Admission; 2) Approval on condition that certain stated requirements are met; or 3) Advised not to pursue the program in nursing.

Tuition and fees for nursing students include those listed on page 34 for all college students. Additional expenses applicable to nursing students are:

1. School uniforms, supplies and equipment Minimum of \$175.00
2. Graduation pin, uniform and licensing application fee Minimum of \$75.00
3. Eight week summer session: transportation, room, and meals for off campus clinical laboratory. Costs are variable based upon individual arrangement, laboratory schedules and available housing facilities.

The Associate of Science in Nursing requires a minimum of 72 semester hours. The required courses are: Nursing 100, 110, 130, 220, and 240. Supporting science courses required include: Soc. 110 or Psy. 100, Bio. 221 and 231 and Che. 100. Courses to complete general education requirements (see

COURSES OF INSTRUCTION

page 57) should be selected with adviser approval. Nursing courses must be earned in the prescribed sequence and supporting science courses should be earned in the prescribed sequence (see suggested order of study). Course grade of C or above in science and math courses required for retention in nursing program.

Supervised clinical laboratory periods are an integral part of each nursing course. During clinical laboratory periods students give direct care to patients under the guidance of the nursing faculty. Clinical laboratory periods are conducted in a variety of community health agencies. Three major agencies include: Freeman Hospital, St. John's Medical Center, Joplin; and St. John's Regional Health Center, Springfield, Missouri.

5208-100—Fundamentals of Nursing (F)

5 hrs. cr.

Nursing 100 provides an orientation to nursing through a brief study of nursing history, concepts of wellness-illness, and health care delivery. An introduction to pharmacology, communication skills, and rehabilitation is included. Components of the nursing process are presented with application of assessment. Interventions for problems with nutrition, elimination, and activities of daily living, and commonly prescribed therapeutic measures are included.

Consideration of the individual is approached through concepts of family development, emotional needs, spiritual needs, and resources in relation to wellness, illness, and dying.

Three (3) hours lecture, eight (8) hours of classroom and clinical laboratory including pre and post-conferences.

5208-110—Maternal and Child Nursing (S)

9 hrs. cr.

Maternal and child care is the study of the developing family and normal growth and development from conception through adolescence. Theory provides the basis for application of the nursing process to the mother and her significant others with emphasis on planning. Following initial emphasis on health, application of the nursing process to complications of childbirth and common illnesses of childhood is presented. Communication skills are applied in working with the developing family. Related drug, nutritional, and rehabilitation needs are included. Historical highlights, legislation and trends are presented.

Five (5) hours lecture, twelve (12) hours clinical laboratory including pre- and post-conferences. Prerequisite: Nursing 100 with a minimum grade of C.

5208-130—Psychiatric-Mental Health Nursing (Summer)

4 hrs. cr.

During this course the student is expected to develop skills in the assessment of behavior and emotional status of individuals. Continued emphasis is given to all forms of communication with increased emphasis on disturbed communication. Identification of developmental crises and the impact of crises upon the individual and his family is emphasized.

Planning and intervention in psychiatric nursing will focus on supporting and working with clients to develop those behaviors most conducive to good mental health. The student will be expected to recognize problems developing from disturbed communication and in-appropriate behavior. Students participate in therapeutic nurse-patient relationships and milieu therapy. The legal and ethical implications will be emphasized.

Four (4) hours lecture, twelve (12) hours clinical laboratory. Prerequisite: Nursing 110 with a minimum grade of C.

5208-220—Nursing in Physical Illness I (F)

9 hrs. cr.

Nursing 220 focuses on care of the client and his family who needs assistance in order to achieve high level wellness. Developmental tasks of the middle years are presented. Use of the nursing process with emphasis on intervention is utilized in caring for the client who has interference with maintenance of body processes; with altered body defenses; whose safety has been jeopardized; or with altered mobility. Related drugs, nutritional

OFFICE ADMINISTRATION

and rehabilitation needs are included. Legal accountability and application of communication concepts are continued.

Five (5) hours lecture, twelve (12) hours clinical laboratory including pre- and post-conferences. Prerequisite: Nursing 130 with a minimum grade of C.

5208-240—Nursing in Physical Illness II (S)

9 hrs. cr.

Nursing 240 is a continuation of the care of the client and his family who needs assistance in order to achieve high level wellness, including experience in more acute and critical care areas. Developmental tasks of aging are presented. Use of the nursing process with emphasis on evaluation is utilized in caring for the client who has interference with maintenance of body processes, with altered body defenses, whose safety has been jeopardized, or with altered mobility. Related drugs, nutritional and rehabilitation needs are included. This course provides orientation to the role of the graduate by presentation of legal and professional responsibilities and opportunities. With supervision, the student assumes a more active role as a member of the health team.

Four (4) hours lecture, fifteen (15) hours clinical laboratory including pre- and post-conferences Prerequisite: Nursing 220 with a minimum grade of C.

5208-298—Selected Topics in Nursing (demand)

1-8 hrs. cr.

Study of special topics in Nursing. Each offering of the course on a special topic or topics not normally included in another course.

Prerequisites to be determined by the Department of Nursing and stipulated in a syllabus of the course.

OFFICE ADMINISTRATION

School of Business Administration

Compton, Grim, Honey, Ratliff

Look under General Business for requirements essential to earning as Associate of Science degree in Secretarial Science, the Certificate of Achievement and the Bachelor of Science in Business Education degree.

5005-101—Elementary Typewriting (F,S)

3 hrs. cr.

The emphasis of this course is to learn to manipulate the typewriter efficiently. The development of both speed and accuracy are stressed so that the student will leave the course with a skill that will be of use to him personally. A few simple letter styles are taught as well as manuscript style and basic tabulation. No credit given to students with one or more units of high school typewriting.

5005-102—Intermediate Typewriting (F,S)

3 hrs. cr.

This is primarily a business communications typing course. It covers all styles of business letters, technical and statistical reports, tables and employment communications. Prerequisite: OA 101 or a good knowledge of the keyboard.

5005-111—Elementary Shorthand (F,S)

3 hrs. cr.

A theory course in which the principles of shorthand are studied. Vocabulary building is stressed. Not open to students who have completed one year of shorthand in high school. Class meets five days a week. (Prerequisite: Typewriting)

5005-120—Intermediate Shorthand (F,S)

3 hrs. cr.

A dictation course which includes a review of the theory and special attention to the development of efficient transcription procedures. Dictation ranges from 60 to 110 words per minute. The minimum speed requirement by the end of the semester is 80 words per minute with 95 percent accuracy. Prerequisite: OA 111 or any course in which the theory has been completed.

COURSES OF INSTRUCTION

5005-200—Advanced Typewriting (F,S), 3 (F,S) 3 hrs. cr.

Production of all types of letters, reports, business forms, tables, and legal forms based on realistic office job simulations. Prerequisite: OA 102 or equivalent.

5005-220—Dictation and Transcription (S) 3 hrs. cr.

The application of shorthand theory, grammar, punctuation and capitalization rules, and spelling to the transcription of business letters and memorandums. Emphasis is upon accuracy and rate of transcription and the ability to produce mailable office correspondence. Prerequisites: OA 120 or equivalent and OA 102 or equivalent.

5005-230—Secretarial Procedures (S) 3 hrs. cr.

A study of secretarial duties performed and the conditions under which the secretary functions. The student will receive practice in decision making and the application of secretarial skills through simulated office situations. The course is offered for sophomores in the Office Administration curriculum. Prerequisite: OA 102; recommended, GB 320/or permission.

5005-231—Secretarial Machines (F,S) 3 hrs. cr.

The student will be introduced to and expected to develop a knowledge and efficient operable skill in offset, stencil and fluid duplicating machines, other copying machines, transcribing machines and word processing equipment. The course is offered for students in the Office Administration curriculum. Prerequisite: OA 102 Intermediate Typewriting.

5005-240—Records Management (F) 3 hrs. cr.

The student will receive intensive exposure to the knowledges and skills that are needed in modern day records management and their application to the various types of businesses. The course will include a study of the creation, classification, retention and disposal of records with emphasis on the control aspect. The course is offered for students in the Office Administration curriculum.

5005-250—Introduction to Word Processing (S) 3 hrs. cr.

A course designed to introduce the student to the total concept of word processing as it relates to administrative services and machine technology in the modern business organization. Prerequisite: OA 102 Intermediate Typewriting.

5051-312—Principles of Business Education (Demand) 3 hrs. cr.

A study of the basic principles and fundamentals of business education including curriculum, trends, equipment, materials, professional organizations, and vocational programs.

0838-336—Methods of Teaching Business (F,S) 2 hrs. cr.

Special methods of instruction problems and difficulties peculiar to the teaching of each business subject; presentation of subject matter; content and arrangement of material, organization and administration. Prerequisite: Admission to the Teacher Education Program and completion of required business courses (see General Business). Two hours credit in Education.

PARALEGAL STUDIES

School of Arts and Sciences Department of Social Sciences

R. Smith, Department Head; Spradling, Director; Yates

The paralegal program is designed for the student seeking a career as a legal assistant working under the direction and supervision of an attorney in private practice, government service or legal assistance. However, the knowledge and

PARALEGAL STUDIES

skills acquired in the paralegal program are beneficial to students in the areas of law enforcement, pre-law, business law, and political science. Students who choose to learn more about the legal system and how to develop their own skills in legal research for personal enrichment are also encouraged to enroll.

At the present time there is no major offered in paralegal studies. However, a student enrolled in the paralegal program may obtain an Associate of Arts degree with an emphasis in paralegal studies. Paralegal studies may be used as a supporting area for students in Bachelor of Arts programs.

1499-298—Topics in Paralegal Studies (Demand) 3 hrs. cr.

Special paralegal studies topics of current interest to the student. Subjects and instructors are changed each semester. Students are encouraged to submit areas of interest to the Social Science Department.

1499-301—Introduction to Legal Assistance (F) 3 hrs. cr.

An introduction to the American legal system with emphasis upon the roles, skills, and tasks of the paralegal. Topics include professional ethics, client interviewing, investigative techniques, and legal research.

0506-301—Business Law I (F,S) 3 hrs. cr.

A study of the principles of law and its enforcement as applied to American business. The course includes the study of contracts, agency and employment, negotiable instruments, personal property, bailments, and sales of goods. Special attention is placed on law terminology and cases and problems are used to illustrate the various aspects of business law. (Offered in Business Administration.)

0506-302—Business Law II (F,S) 3 hrs. cr.

Study of secured transactions, insurance, bankruptcy, agency, employment, partnerships, corporations, real property, torts, criminal law and government regulations. Special emphasis is placed on Missouri case-law and statutes. Lectures are supplemented by actual cases and case digests. (Offered in Business Administration.)

1499-302—Legal Research (F,Even,S,Even) 3 hrs. cr.

An introduction to the type of research involved in case preparation; use of the law library and the various digests, encyclopedias, practice manuals, etc., contained therein.

1499-311—Property (S,Odd) 3 hrs. cr.

The procedures and forms utilized in real estate transactions and conveyances and the procedures and forms governing ownership and transfer of personal property.

1499-312—Civil Litigation (S,Odd) 3 hrs. cr.

The daily practice of the attorney including the choice of legal forms; filing of civil actions; motions before, during, and after trial; appellate practice; and the application of the law relating thereto.

1499-401—Wills, Trusts, and Probate (F,Odd) 3 hrs. cr.

A study of the more common forms of wills and trusts, and a survey of the fundamental principles of law applicable to each; a study of the organization and jurisdiction of a Missouri Probate Court; a detailed analysis of the administration of estates in Missouri Probate; review of estate and inheritance taxes applicable to such estates.

2207-431—Constitutional Law I (F, Even) 3 hrs. cr.

Studies constitutional principles related especially to the area of civil rights and liberties. Attention will be given to a study of the structure and functions of the American court system and its relationship to the overall governmental process. (Offered in Political Science.)

2207-432—Constitutional Law II (S, Odd)**3 hrs. cr.**

Studies constitutional principles related especially to the area of due process and equal protection of the law. Attention will be given to judicial behavior and the role of federal courts in the policy-making process. (Offered in Political Science.)

1499-491—Internship (S, Even)**3 hrs. cr.**

An applied internship of 135 hours done under the direct supervision of a practicing professional who is directly engaged in day-to-day application of the law (i.e., judges, attorneys, government officials), as approved by the department head and the school dean.

1499-498—Senior Seminar (S, Even)**3 hrs. cr.**

Comprehensive analysis and review of selected legal topics. Students will have the opportunity to listen to guest lecturers from the legal profession and to discuss career opportunities with prospective employers.

PHILOSOPHY

School of Arts and Sciences Department of English

Harder

1509-201—Introduction to Philosophy (F)**3 hrs. cr.**

Comparative survey of major types of philosophy, and of representative problems in philosophy.

1509-212—Ethics (S)**3 hrs. cr.**

Exploration of the problem of value, personal moral attitudes and standards, comparative survey of major ethical systems, and evaluation of the chief ethical struggles in contemporary society.

HEALTH, PHYSICAL EDUCATION AND RECREATION

School of Education and Psychology

Beard, Ellis, Frazier, Giesselmann, Landrith,
Oldham, Salavantis, Turner, Walker, Williams, Willoughby

Students who desire certification as a teacher of physical education may choose to become qualified at either the elementary level, the secondary level, or a combination of both elementary and secondary levels. Students planning to major in this field should refer to page 105 of this catalog where the Teacher Education Program is described. Students planning to teach at both elementary and secondary levels should select the K-12 Plan. Those desiring to make physical education one of two teaching fields should prepare under either the K-8 plan or the 7-12 plan. The second teaching field must be selected from: art, biology, business education, chemistry, English, mathematics, physics, physical science, Spanish, or speech. The student will consult the specific department concerned for the requirements of the second teaching field.

PHYSICAL EDUCATION

A major for the Bachelor of Science in Education degree with one teaching field (K-12 plan) consists of 52 semester hours. The required courses are BIO 221, HPER 251, HPER 252, HPER 310, HPER 312, HPER 321, HPER 332, HPER 335, HPER 340, HPER 342, HPER 350, HPER 351, (Men), HPER 352 (Women), HPER 365, HPER 370, HPER 431, HPER 450, HPER 470, Educ 338, Psy 412. (A

HEALTH, PHYSICAL EDUCATION AND RECREATION

course in child psychology (Psy 300) or human development (Psy 110) is required for teachers of elementary school physical education.)

A major for the Bachelor of Science in Education degree with elementary physical education as one of two teaching fields (K-8 plan) consists of 35 semester hours. The required courses are: Bio 221, HPER 310, HPER 312, HPER 321, HPER 332, HPER 335, HPER 340, HPER 342, HPER 365, HPER 370, HPER 431, Educ 338, and Psy 412.

A major for the Bachelor of Science in Education degree with secondary physical education as one of two teaching fields (7-12 plan) consists of 37 semester hours. The required courses are: Bio 221, HPER 251, HPER 252, HPER 321 (Women), HPER 335, HPER 342, HPER 350, HPER 351 (Men), HPER 352 or 360, (Men), HPER 365, HPER 431, HPER 450, HPER 470, Educ 338, and Psy 412.

0835-101—Introduction to Physical Activities (F,S) 2 hours cr.

The course is a combination of physical activities and lectures; two individual or dual activities are offered to provide the student with the opportunity to develop a degree of skill sufficient to participate during leisure time and the lectures acquaint students with basic knowledge, understandings and values of physical activity as it relates to optimal healthful living. This course is necessary for the general education requirement in physical education.

0835-150—Rules and Officiating of Team Sports (F,S) 3 hours cr.

Knowledge and skills for officiating basketball, volleyball, softball, baseball, and football; officiating laboratory required in some areas. Open to all students.

0837-160—Personal Health (F,S) 2 hrs. cr.

Study of health problems of the individual, body mechanics, nutrition, drugs and drug abuse, sex hygiene, mental hygiene, and the cause and prevention of common diseases. Not recommended for elementary education majors.

0835-251—Fundamentals of Physical Education Activities I (F) 4 hrs. cr.

Study of the skills and understandings of selected activities: games, sports, and individual activities commonly found in the school program. Students are required to demonstrate minimum levels of proficiency in the various activities. A student may be required to enroll in an activity course in any area of weakness. The course is generally team taught by physical education faculty; meets for two periods daily. (Either HPER 251 or 252 may be replaced with 5 semester hours of different activity courses, with permission of department head) Enrollment restricted to P.E. majors. Prerequisite: 30 hours.

0835-252—Fundamentals of Physical Activities II (S) 4 hrs. cr.

Study of the skills and understandings of selected activities: sports, gymnastics, tumbling, and rhythms commonly found in the school program. Students are required to demonstrate minimum levels of proficiency in the various activities. A student may be required to enroll in an activity course in any area of weakness. The course is generally team taught by physical education faculty; meets for two periods daily. Enrollment restricted to P.E. majors. Prerequisite: 30 hours.

0835-310—The Elementary School Physical Education Program (F) 3 hrs. cr.

A course designed to familiarize the student with the procedures and techniques for planning the curriculum for elementary school physical education. (P.E. majors only.)

0835-311—Physical Education for the Elementary School (F,S) 2 hrs. cr.

Study of the methods and materials needed in directing the activity programs of games, skills, rhythm, and stunts for the elementary school child. Designed for men, and women who are candidates for the elementary level teaching certificates.

COURSES OF INSTRUCTION

0835-312—Teaching Elementary School Physical Education (S) 3 hrs. cr.

Analysis of basic movement patterns, basic skills, rhythmic and game activities with detailed explanations of presentation to the elementary school child. Prerequisites: HPER 310 (P.E. majors only.)

0835-321—Theory and Analysis of Selected Team Sports (F) 3 hrs. cr.

A professional course designed for physical education teachers with emphasis on organizing and performing of selected team sports. Prerequisite: HPER 252.

0835-332—Rhythmic Form and Analysis (F) 2 hrs. cr.

Analysis of dance forms showing how complex music and dance forms are evolved. Prerequisite: HPER 252.

0835-335—History and Philosophy of Physical Education (S) 2 hrs. cr.

A study of the changing role of physical education as indicated by its historical past and as evidenced through the influence of the various philosophies. Prerequisite: HPER 252 or currently enrolled in 252.

0835-340—Motor Learning in Physical Education (F,S) 3 hrs. cr.

Study of motor learning to provide the teacher with the background necessary for identification of physical, mental, social, and emotional development of children and their effect on behavior and movement. Recommended for teachers working with children with special problems. Prerequisite: HPER 310 or 311.

0835-342—Kinesiological Approach to Movement (S) 3 hrs. cr.

A mechanical and Kinesiological approach to the movement of individuals in various activities. Prerequisite: Bio 221 or equivalent.

0835-350—Theory of Basketball (S) 2 hrs. cr.

Organization and management of the secondary school basketball program. Systems of offense and defense in basketball. Study of rules, training schedule, discussion of problems arising during training and regular playing season. Prerequisite: HPER 252.

0835-351—Theory of Football (F) 2 hrs. cr.

Attention to team play, systems of offense and defense, field strategy, discussion of rules, training and equipment. Prerequisite: HPER 252.

0835-352—Theory of Track and Field (S) 2 hrs. cr.

Organization and administration of meets, coaching, physical conditioning and training for each event in track and field programs. Prerequisite: HPER 252.

0835-360—Theory of Baseball (S) 2 hrs. cr.

Organization and management of a school baseball program to individual techniques, team play and problems in coaching of baseball. Prerequisite: HPER 252.

0835-365—Socio-Psychological Aspects of Athletics (F,S) 2 hrs. cr.

Behavior exhibited in the learning of skills and physical performance related to sociological and psychological concepts connected with the demands of physical activities. Group and individual activities and conflicts in sport are analyzed; the effect of sport on society is also studied. Prerequisite: HPER 252.

0837-370—School Health Education (F,S) 3 hrs. cr.

Study of the content, facilities, and equipment needed for teaching school health and safety. Should be taken by all elementary education majors in place of HPER 160. Separate sections with emphasis on Health and Nutrition Programs for children are taught for elementary majors. Prerequisite: 5 hours Biology.

DRIVER EDUCATION

0835-431—Physiology of Exercise (F,S) 2 hrs. cr.

The course in this area is based upon the student already having prerequisite knowledge of human physiology. An emphasis is placed on human responses to varying levels of physiological conditioning and the environment within which the exercise is taken. Specifically, the course includes physiological principles to better understand human physiology under exercise stress. Prerequisite: Bio 221.

0835-450—Prevention and Care of Injuries (F,S) 3 hrs. cr.

A course designed to provide knowledge to the student related to preventing, care, and rehabilitation of injuries. Laboratory experiences are included. Prerequisite: HPER 342.

0835-470—Administration of Physical Education (F,S) 2 hrs. cr.

Organization and management of health and physical education in schools, scheduling, personnel, curriculum, finances, equipment and facilities. The intramural program is also studied. Prerequisite: 20 hours HPER.

0835-498—Seminar in Health or Physical Education (demand) 1-3 hrs. cr.

A thorough study of an advanced problem in health or physical education for selected students. Prerequisite: Senior standing, permission of department head.

0835-499—Independent Study 1-3 hrs. cr.

Research of a problem or field study relating to physical education; material, content, credit and schedule to be arranged by the department head. Prerequisite: Senior standing, 3.0 grade point average in major, and permission of department head.

DRIVER EDUCATION

To meet the Missouri teacher certification requirements as a driver education instructor, the following courses are required: HPER 220, HPER 230, HPER 361, HPER 362, Psy 110 or Psy 301. Elective courses must include 6-8 semester hours from the following: LE 100, Auto 130, Psy 221, Educ 370, and Soc 352. The minimum total semester hours required for certification is 21.

0836-220—First Aid (F,S) 2 hrs. cr.

Designed to complete the standard course of the American Red Cross in First aid.

0836-230—Safety (F) 2 hrs. cr.

A course aimed at developing concepts which are basic to safety education and for preparing the student to assume responsibility for accident prevention in the school, home, and community.

0836-361—Introduction to Driver Education (F) 3 hrs. cr.

The first of two courses designed to prepare teachers of driver education for secondary schools. The place of the motor vehicle in American life; traffic safety; instructional materials and recommended methods of presenting such materials in the classroom and in the car on the road. Prerequisites: Psy 301 or Psy 110. Student must have: (1) a valid driver's license and (2) a safe driving record.

0836-362—Advanced Driver and Traffic Safety (S) 3 hrs. cr.

A continuation of 361 with special attention given to administration, organization, finance, adult education, research, and evaluation of the school driver education program. Traffic safety problems at the local, state and national levels are also considered. Laboratory required. Prerequisite: HPER 361.

HEALTH EDUCATION CERTIFICATION

To meet the certification requirements as a health education instructor (grades 7-12), the following courses are required: Soc 121, HPER 160, Bio 221, Psy 221,

COURSES OF INSTRUCTION

HPER 370, Chem 100 or Bio 211, and DH 310.

COACHING CERTIFICATE*

The coaching certificate has been established to provide an opportunity for students other than physical education majors to become certified coaches in the State of Missouri. To earn the certificate the student should have a background in athletics and complete a total of 15 semester hours plus any prerequisite. The required courses are as follows: HPER 150, HPER 342, HPER 450. Select 6 hours from HPER 350, HPER 351, HPER 352, HPER 360.

*This certificate does not permit the individual to teach physical education.

THE ACTIVITY PROGRAM IN PHYSICAL EDUCATION

The activity program in physical education has two basic objectives. It has the purpose of offering a program that will provide the student with the opportunity to develop a degree of skill sufficient to create interest and participation in this activity during leisure time in the adult years. A second important purpose is to provide the student with the necessary knowledge of philosophical, psychological, and sociological nature of physical activity to comprehend the necessity of continued physical health throughout his lifetime.

To insure exposure to the various recreational activities, the College has adopted the following requirements:

All men and women (except physical education majors) must enroll in HPER 101. Students are required to complete two additional hours; this may be done by choosing two activity courses or HPER 160. (Students are not to repeat HPER 101.)

ACTIVITY COURSES

Course No.		Hours cr.
0835-100	Individual Physical Education (Therapeutic) (F)	2
0835-161	Varsity Football (F)	1
0835-162	Varsity Basketball (F)	1
0835-163	Varsity Volleyball (F)	1
0835-171	Varsity Cross Country (F)	1
0835-172	Varsity Track and Field (S)	1
0835-180	Varsity Golf (S)	1
0835-182	Varsity Baseball (S)	1
0835-183	Varsity Softball (S)	1
0835-191	Varsity Soccer (F)	1
0835-192	Varsity Tennis (S)	1
0835-210	Golf and Badminton (F,S)	1
0835-222	Varsity Sports and Activities (F,S)	1
0835-231	Elementary Gymnastics and Tumbling (F, Odd)	1
0835-232	Intermediate Gymnastics (S, Even)	1
0835-242	Volleyball and Tennis (S, Odd)	1
0835-250	Dance and Exercise (S)	1
0835-261	Elementary Swimming (S, Odd)	1
0835-270	Advanced Swimming (S, Even)	1
0835-292	Track, Weight Training (F,S)	1

PHYSICS

**School of Arts and Sciences
Department of Physical Science**

Baiaomonte, Department Head; Phillips; Sloan; Strobel

Degrees Prepare Students for: Graduate School in Science and Engineering, Industry and Government Positions, High School Teaching.

Requirements for a major in Physics for the Bachelor of Science degree are 36 semester hours in Physics including Phys. 250, 260, 301, 322, 341, 372, 381, 401, 452 or 480 and 498. Additional requirements are 18 semester hours in Mathematics including Math 150, 250, 260 and 322. The following courses are recommended but not required: Chem. 101, 102, Comp. 120, 240, Math 351, 412, 431 and Phys. 480. Students who plan to seek an advanced degree in engineering should plan a minimum of one year at a major university for a Master's degree and two years for both the Bachelor and Master's degrees in Engineering. For Engineering guidelines see Department Head of Physical Science.

Requirements for a major in Physics for the Bachelor of Science in Education degree with Physics as one of two teaching fields (Plan A) are 22 semester hours in Physics including Phys. 250, 260, 301, 322, 381 and 498 (2 hrs.). Additional requirements are 5 semester hours in Chemistry including Chem. 101, 4 semester hours in Biology including Bio. 312, and 15 semester hours in Mathematics including Math 150, 250, 260. The following courses are recommended but not required: Chem. 102, Comp. 120, Phys. 372 and Geol. 110. See page 107 for teacher education requirements.

Requirements for a major in Physics for the Bachelor of Science in Education degree with Physics as the only teaching field (Plan B) are 25 semester hours in Physics including Phys. 250, 260, 301, 322, 381, 498 and 4 additional upper division semester hours in Physics. Additional requirements are 5 semester hours in Chemistry including Chem. 101, 4 semester hours in Biology including Bio. 312, and 15 semester hours in Mathematics including Math 150, 250, and 260. The following courses are recommended but not required: Chem. 102, Comp. 120, Phys. 372, and Geol. 110. See page 107 for teacher education requirements.

General Education requirements can be met with Phys. 100 or any 5 semester hour course in Physics.

1901-100—Fundamentals of Physical Science (F,S) 5 hrs. cr.

Basic concepts in the field of physics, chemistry, geology, and astronomy. Emphasis on such environmental topics as energy reserves, chemical and thermal pollution, fossil and nuclear power generation, and population. Lecture and demonstration periods. Prerequisite: Math 20 with a minimum grade of C or qualified for Math 110 on the MMPT.

1902-151—Elementary College Physics I (F) 5 hrs. cr.

Study of mechanics, properties of matter, heat, wave motion, sound and electrical circuits. Four hours of lecture and one 2-hour laboratory per week. Prerequisites: Math 140 or 130 and permission of the instructor.

1902-152—Elementary College Physics II (S) 3 hrs. cr.

Magnetism, optics, relativity, radioactivity, nuclear reactions and further study of mechanics including rotational dynamics. Two hours of lecture and one 2-hour laboratory per week. Prerequisite: Phys. 151.

1902-250—General Physics I (F,S) 5 hrs. cr.

Includes the study of mechanics, properties of matter, wave motion, sound, and physical optics. The conservation laws of physics are emphasized. Four hours of lecture

COURSES OF INSTRUCTION

and one three-hour laboratory per week. Corequisite: Math 150.

1902-260—General Physics II (F,S) 3 hrs. cr.

A study of electricity, magnetism, thermodynamics and geometrical optics, with introductions to quantum properties of radiation and matter. Four hours of lecture and one three-hour laboratory per week. Prerequisite: Phys. 250. Corequisite: Math 250.

1901-298—Selected Topics in Physical Science (F,S) 1-3 hrs. cr.

Study of special topics in physical science not normally offered in other courses. Prerequisite or corequisite: Math 130 or equivalent.

1911-300—Astronomy (Demand) 3 hrs. cr.

Solar systems, gravitation, Kepler's laws, celestial coordinate systems, telescopes and optical systems, stellar evolution, pulsars, blackholes, nebulae, galactic structure, and cosmology. Two hours lecture and one two-hour lab a week. Prerequisites: Phys. 100 or equivalent and one year of high school algebra.

1902-301—Modern Physics (F) 4 hrs. cr.

Wave motion, special theory of relativity, wave-particle experiments, introductory quantum mechanics, and nuclear physics. Prerequisite: Phys. 260. Corequisite: Math 260.

1902-312—Statics (S) 3 hrs. cr.

The principles of mechanics as applied to problems of engineering in which the structures under consideration are in static equilibrium. Three lectures per week. Prerequisite: Phys. 250. Corequisite: Math 260.

1902-322—Classical Mechanics (S, Odd) 3 hrs. cr.

Kinematics and dynamics of particles and systems of particles including the harmonic oscillator, potential functions, conservative fields of force, central force motion, energy, gravitation, rigid bodies and an introduction to the mechanics of continuous media. Three hours of lecture per week. Prerequisite: Phys. 260. Corequisite: Math 322 or permission of instructor.

1902-341—Thermal Physics (S,Even) 4 hrs. cr.

Temperature, transfer of heat, laws of thermodynamics, entropy, enthalpy, reversibility and irreversibility, thermal properties of materials, low temperature physics, change of phase, kinetic theory, statistical mechanics and use of thermo tables. Four hours of lecture per week. Prerequisites: Math 260 and Phys. 260.

1902-372—Electronic Circuits (S) 4 hrs. cr.

Circuit analysis, resonance, transistor characteristics, power supplies, amplifiers, and integrated circuits. Two three-hour lectures and lab per week. Presently limited to 15 students by equipment considerations. Prerequisite: Phys. 260. Corequisite: Math 260.

1902-381—Intermediate Physics Laboratory (F,Odd) 3 hrs. cr.

Experiments in classical and modern physics, including wave phenomena, heat transfer, electrical measurements, optics, photo-electric effect and radioactivity. Two 3-hour laboratories per week. Prerequisite: Phys. 301 or permission of instructor.

1902-401—Electricity and Magnetism (F, Odd) 4 hrs. cr.

Includes study of electrostatic forces, electric fields, electric potential, properties of conductors and dielectrics, magnetic fields, magnetic properties of matter, induced electromotive force, Maxwell's equations and electromagnetic waves. Four hours of lecture per week. Prerequisites: Math 260 and Phys. 260.

1902-452—Quantum Mechanics (Demand) 3 hrs. cr.

Time independent Schrodinger equation, eigenfunctions, expectation values, differential operators, perturbation theory, multi-electron atoms and applications to solid state

physics. Three hours of lecture per week. Prerequisite: Phys. 301 and Math 322.

1902-480—Selected Topics in Physics and Engineering (Demand) 3 hrs. cr.

Students may select one or more of the following topics for further study: Solid State Physics, Optics, Nuclear Physics, Advanced Mechanics, Circuit Analysis, Fluid Mechanics and Heat Transfer, and Mechanics of Materials.

1902-498—Seminar (F,S)

1-3 hrs. cr.

Topics of current interest elected by the student from the areas of physics and engineering. Secondary education majors will be required to present several lecture-demonstration programs illustrating the basic concepts in physics at the secondary level. Open to students having a minimum of 18 hours of physics and permission of the instructor.

1902-499—Independent Study (F,S)

1-3 hrs. cr.

An independent study course structured by the adviser with approval of the department head. Prerequisite: Advanced standing with a grade point average of 3.0 in the major field. Registration in the course must be approved by the adviser, department head, and school dean.

POLITICAL SCIENCE

School of Arts and Sciences Department of Social Sciences

R. Smith, Department Head; Minkler; St. Clair;
L. Smith, Spradling; Yates; Youst

Among other career options, the Bachelor of Arts degree with a major in political science is appropriate for those students seeking to do graduate work in political science, enter professional schools of law or public administration, join the public service, work in community service, and, in some instances, teach in secondary schools.

Requirements for a major in Political science for the Bachelor of Arts degree are 30 semester hours in political science including PSc. 120 and at least 12 upper division semester hours of political science electives. The student should select courses in consultation with an advisor from the political science faculty.

Requirements for a major in social sciences - political science emphasis - for the Bachelor of Science in Ed. degree with social sciences as the only teaching field (Plan B) are 48 semester hours. Included are PSc. 120 and 12 upper division semester hours in political science; Hist. 110, 120, 130, 140, 6 upper division semester hours in U.S. History and 3 upper division semester hours in European or Oriental history; Soc. 110 and 3 upper division semester hours of sociology elective; 3 semester hours of economics and 3 semester hours of geography. See page 107 for Teacher Education requirements.

NOTE: Political Science 120 (a General Education requirement) is a prerequisite for all other political science courses.

2207-120—Government: National, State, Local (F,S)

3 hrs. cr.

The primary purpose of this course is to help the student develop a better understanding of both U.S. and state and local governments. The student will form the background to keep up with, and understand, political developments so he or she can become part of the informed citizenry which is necessary to democracy. A General Education requirement for all Bachelor of Arts and Bachelor of Science degrees.

COURSES OF INSTRUCTION

2207-298—Topics in Political Science (Demand) 3 hrs. cr.

Special political science topics of current interest to the student or faculty member who offers the class. Subjects and instructors are changed each semester. Students are encouraged to suggest possible course topics to the political science faculty.

2207-300—Introduction to Political Science Methods (Demand) 3 hrs. cr.

The nature, possibilities, and limitations of political inquiry emphasizing research methods and tools. A valuable course for students who wish to engage in non-library types of research projects.

2207-301—Political Parties and Elections (F, Even) 3 hrs. cr.

An analysis of the origins, structure, and functions of political parties; the dynamics of the two-party system; the role of third parties and the election process.

2207-302—Public Opinion and Pressure Groups (S, Odd) 3 hrs. cr.

Focuses on origins, impact, and measurement of public opinion. Also examines the scope, nature, and power of interest groups in American society with special attention given to their role in formulating public opinion and public policy.

2207-310—Law, Society, and Citizenship (Demand) 2 hrs. cr.

A study of the American legal system with special attention given to the organization, methods, processes, and behaviors of the judiciary.

2207-311—The American Presidency (F, Odd) 3 hrs. cr.

The politics of presidential selection, the powers of the President, the organization of the executive branch and its relations with other organs of government.

2207-312—The Legislative Process (S, Even) 3 hrs. cr.

An introduction to the legislative process; problems of representation, organization of the legislature, participation, and proposals for improved organization. Emphasis is placed on the United States Congress.

2207-320—State Government (F, Odd) 3 hrs. cr.

A study of the general structure, theories, operation and problems of state government with special emphasis on the government of Missouri.

2207-321—International Relations (F, Even) 3 hrs. cr.

A study of the present-day relations and problems among the states of the world and the major factors which underline and influence these relations.

2207-322—International Law (S, Odd) 3 hrs. cr.

Examines the rules and principles accepted by the members of the community of nations as defining their rights and duties and the procedures employed in protecting their rights and performing their duties.

2207-331—Comparative Government (F, Odd) 3 hrs. cr.

An analysis of the governments of selected European countries emphasizing the development of their political systems both in theory and practice. Comparisons with American governmental institutions are made throughout the course.

2207-332—Non-European Comparative Government (S, Even) 3 hrs. cr.

Examines the governments of selected non-European countries emphasizing the development of their political systems in both theory and practice.

2207-342—Municipal Government (S, Even) 3 hrs. cr.

Studies the structure, legal status, functions and organization of city, town, and village government in the United States.

POLITICAL SCIENCE

2207-411—Political Theory (F, Odd) 3 hrs. cr.
Selected Western political philosophies from early recorded history through the present time are surveyed.

2207-412—Contemporary Political Thought (S, Even) 3 hrs. cr.
Focuses on examining twentieth century political ideas.

2207-420—United States Constitutional History 3 hrs. cr.
(See History 420)

2207-421—Public Administration (Demand) 3 hrs. cr.
Examines the administrative aspects of government; surveys the major sub-fields of public administration, i.e., politics and administration, organizational theory, organizational behavior, management, decision-making, personnel, public budgeting and finance, policy analysis and program evaluation, and administrative law.

2207-431—Constitutional Law I (F, Even) * 3 hrs. cr.
Studies constitutional principles related especially to the area of civil rights and liberties. Attention will be given to a study of the structure and functions of the American court system and its relationship to the overall governmental process.

2207-432—Constitutional Law II (S, Odd) 3 hrs. cr.
Studies constitutional principles related especially to the area of due process and equal protection of the law. Attention will be given to judicial behavior and the role of federal courts in the policy-making process.

2207-450—English Constitutional History 3 hrs. cr.
(See History 450)

2207-498—Seminar in Political Science (Demand) 3 hrs. cr.
Covers specialized knowledge and/or current research in the discipline. Topics will vary by situation and instructor. Students will prepare and critique papers based on original research. Prerequisite: 9 hours of upper division political science.

2207-499—Independent Study (F, S) 1-3 hrs. cr.
For the student who wishes to do an in-depth study of some specialized topic or who wish to pursue a topic not considered in the department's course offerings. The student will select an advisor from the political science faculty. This advisor will structure the independent study in consultation with the student and with the approval of the department head. Prerequisite: Junior or senior status and an overall cumulative grade point average of 3.0 or better. Registration for this course must be approved by the department head and the school dean.

PSYCHOLOGY

School of Education and Psychology

Babbitt, Banks, Combs, Griffin, Junkins, Paige, Starkey, Volskay

The Department of Psychology offers three degrees: Bachelor of Arts (AB), Bachelor of Science (BS), and Bachelor of Science in Education with a major in Psychology-Special Education (BSE). See specifics below.

Bachelor of Arts Degree

The major for the Bachelor of Arts degree consists of 32 semester hours and must include: Psy 110 or 100 and 300, 311, 312, 411, 442, 451, and 452. Fur-

COURSES OF INSTRUCTION

ther, 7 hours must be selected from the following: Psy. 298, 310, 341, 382, 422, 432, 498, and 499. A supporting area of 21 hours is also required and may be selected from the following: Art, Music, Economics/Finance, English/Literature, History, Journalism, Law Enforcement, Marketing/Management, Military Science, Political Science or Sociology. Other supporting areas may be selected, but must be approved by an adviser and the department

Bachelor of Science Degree

The major for the Bachelor of Science degree consists of 32 semester hours and must include: Psy. 110 or 100 and 300, 311, 312, 411, 442, 451, and 452. Further, 7 hours must be selected from the following: Psy. 298, 310, 341, 382, 422, 432, 498, and 499. A supporting area of 21 semester hours is also required and may be selected from any one of: Biology, Chemistry, Computer Science, Mathematics, or Physics. Other supporting areas may be selected, but must be approved by an adviser and the department.

Bachelor of Science in Education with a Major in Psychology-Special Education

Students who plan to teach special education (K-12) and/or Psychology (Secondary) should pursue the BSE with a major in Psychology-Special Education. Satisfactory completion of the degree requirements entitles the graduate to Missouri State Department of Education teaching certificates in Psychology and three areas of Special Education (Educable Mentally Retarded, Learning Disabled, and Emotionally Disturbed).

All students must make application to admission to the Teacher Education Program as explained in the Education section of this catalog. In addition to the General Education Requirements for all baccalaureate degree candidates, specific requirements for the BSE in Psychology/Special Education fall into three areas (1) 25 hours of Psychology: Psy. 302, 310, 311, 312, 382, 442, 432 and 451; (2) 36 hours of professional education in Special Methods: Educ. 330, 331, 312, 324, 340, 403, 404, 405, 420, 421, 430 or Speech 492, Educ. 470 and 474; (3) 17 hours during the professional semester: Psy. 412, Educ. 370, 402, 407, 432 and 444.

2001-100—General Psychology (F,S)

3 hrs. cr.

An introductory course, stressing the importance of the psychological mechanisms underlying all human behavior. This course satisfies the General Education Requirement; however, Education majors should substitute Psy. 110.

2009-105—Self-Awareness and Career Planning (F,S)

1 hr. cr.

A course designed to study material and methods which will help the individual investigate his present life style. Concrete methods of decision making and goal setting will be presented. Concentrated career/vocational choice sessions will be presented to help students determine an appropriate career. This course is offered during the second half of each semester. No credit toward psychology major.

2009-110—Psychology of Human Development (F,S)

5 hrs. cr.

An intensive study of the science of psychology; genetic, physiological, intellectual, social, and personality principles and concepts as they affect child and adolescent development and behavior. A ten-clock-hour observation is required. This course fulfills the General Education Requirement, but is primarily designed for Education and Psychology majors.

2001-120—Freshman Orientation (F,S)

1 hr. cr.

This course is designed to help the student become adjusted to the college environment. Beginning with personal adjustment and rules and regulations, the course broadens its

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scope to vocational orientation. It culminates with the advising and enrolling of the student in classes for the next semester. No credit toward psychology major.

2001-221—Psychology of Personal Adjustment (F) **3 hrs. cr.**

A study of selected principles of adjustment in psychology, therapeutic approaches to improving adjustment, and research being conducted in the area. The goal is to enable the student to be more assertive and personally satisfied.

2099-298—Special Topics in Psychology (Demand) **1-3 hrs. cr.**

A study of special topics in Psychology not normally included in other courses. Prerequisites to be determined by the department.

2009-300—Child Development (F,S) **3 hrs. cr.**

Behavior and growth patterns of children from conception to puberty are studied. Psychological findings are presented which are relevant to how children learn, solve problems and function in home and school environments. Prerequisite: Psyc. 100.

2009-301—Adolescent Psychology (F,S) **3 hrs. cr.**

A study of the development of the attitudes, interests, problems and adjustment of the adolescent. A foundation for the proper evaluation of adolescent behavior. Prerequisite: Psy. 100.

0808-302—The Exceptional Child (F,S) **2 hrs. cr.**

A series of awareness experiences which deal with the added complexities an exceptional child presents to a regular classroom teacher. Includes characteristics of the exceptional child, resources in the community, and legislation which determines school policy. Prerequisite: Psy. 110 or Psy. 300 or Psy. 301.

0822-310—Educational Psychology (F,S) **2 hrs. cr.**

Study of the psychological problems involved in education and the practical application of psychological principles of teaching. Special emphasis placed on measurement, the nature of learning, and the environmental influences of behavior. Prerequisite: Psy 110; or Psy. 300 or Psy. 301.

2007-311—Applied Statistics for the Behavioral and Natural Sciences (F,S) **3 hrs. cr.**

An introductory course which includes both descriptive and inferential techniques. Emphasis is placed on the analysis and interpretation of data. Prerequisite: Psy. 100 or Psy. 110 and Math 110, 130, or 131.

2002-312—Experimental Psychology (F,S) **5 hrs. cr.**

This course introduces the student to the research process as a foundation for knowledge in the field of psychology. It is a laboratory course that stresses the acquisition of basic skills in conceiving and carrying out research, as well as analyzing results and writing reports in a professionally acceptable manner. Prerequisite: Psy. 311.

2005-341—Social Psychology (F) **3 hrs. cr.**

Study of the social behavior of the individual, interests and tendencies that grow out of the community life in terms of inter-group and inter-personal relationships. Prerequisite: Psy. 311.

2001-382—Introduction to Behavior Management (S) **3 hrs. cr.**

An introductory course in the techniques of modifying human behavior through principles developed by learning psychology. Emphasis is placed on the design and implementation of the behavioral strategy in the laboratory as well as practical settings. Prerequisite: Psy. 110 or Psy. 100.

COURSES OF INSTRUCTION

2002-411—Psychology of Sensation and Perception (S) 3 hrs. cr.

The nature of perception is explored through an examination of the action of the various sensory systems, such as vision and audition. Prerequisite: Psy. 110 or 100. At least one course in biology is strongly recommended.

0825-412—Measurement and Evaluation in Education and Psychology (F,S) 2-3 hrs. cr.

A study of test construction and item analysis. Practice in evaluating and selecting tests, in administering and scoring, and in the analysis and presentation of test results. Prerequisite: Psy. 310 or Psy. 311. (Offered in the professional semester for 2 hrs. only).

2003-422—Theories of Personality (S) 3 hrs. cr.

This course is to present an organized summary of the major contemporary theories of personality. Relevant validation research and over-all evaluation of the application of each theory will be considered. Prerequisite: Psy. 100 or Psy. 110, and consent of instructor.

2001-432—Abnormal Psychology (S) 3 hrs. cr.

Emphasizes the recognition and classification of the systems of mental disorders, specifying causes and possible therapeutic techniques. Extensive use of the American Psychiatric Association's "Diagnostic and Statistical Manual" of Mental Disorders. Prerequisite: 7 hours of Psychology or permission of the instructor.

2010-442—Physiological Psychology (F) 3 hrs. cr.

The study of brain function and brain-behavior relations with overviews of neuroanatomy, neurochemistry, nerve membrane potential, electrical and chemical aspects of synaptic transmission, sensory and motor aspects of brain function, and the interpretive aspects of brain function in relation to behavior. Prerequisite: Psy. 100 or Psy. 110. At least one course in Biology is strongly recommended.

0822-451—Learning and Memory (F) 3 hrs. cr.

Designed to acquaint the student with the major issues and current research findings in the area of learning and memory. General topics include transfer of training, attention, memory system approaches as well as other selected topics. Prerequisite: Psy. 312.

2001-452—History and Systems of Psychology (S) 3 hrs. cr.

A study of the various systems of psychology based on historical antecedents and their effects on contemporary scientific psychology. Prerequisite: Psy. 311, or consent of instructor.

2006-471—Individual Testing (F) 3 hrs. cr.

Practice in the administration and interpretation of individually administered intelligence tests, including the Stanford Binet and the three Wechsler tests. Prerequisite: Psy. 311 or Psy. 412.

2006-474—Educational-Psychological Testing (S) 3 hrs. cr.

A comprehensive study of the various psycho-educational assessment techniques, including educational, intellectual, and psycho motor. Emphasis will be placed on translating assessment data to remedial programs.

2099-498—Seminar in Psychology (demand) 1-3 hrs. cr.

The seminar meets regularly each week. Meeting time per week is equal to the number of credit hours determined by the department for a given semester. The course is designed to cover specialized knowledge and/or current research in the discipline. Topics vary by semester and situation. Prerequisite: Junior-senior standing and consent of the instructor.

2099-499—Independent Study (demand)**1-3 hrs. cr.**

An independent study course structured by the adviser with approval of department head. Prerequisite: Advanced standing in the major field. Registration in the course must be approved by adviser and department head.

RESERVE OFFICER TRAINING CORPS**(ROTC)****See Military Science****SOCIOLOGY****School of Arts and Sciences
Department of Social Sciences**

R. Smith, Department Head; Conboy; Gubera Kellner; Tate

A bachelor's degree with a major in sociology prepares the student for a variety of occupations and graduate programs. Selecting from three bachelor's degree programs including a Bachelor of Arts, Bachelor of Science, or Bachelor of Science in Education, the student may choose to pursue many careers, for example, those in human and social services, public safety occupations or teaching. Advanced graduate or professional school training could also be a choice for the student who successfully completes one of the bachelor degree programs. A social work emphasis is provided within sociology's course offerings by classes focusing on human and social services.

Requirements for a major in sociology for the Bachelor of Arts degree consists of 30 semester hours in sociology including Soc 110, 210, 311, 321, 421, 432. Three upper division semester hours of sociology electives, and a 3-hour course in statistics must also be completed. Additional requirements are 15 semester hours in a supporting area which must be approved in advance by an advisor in sociology.

Requirements for a major in sociology for the Bachelor of Science degree consists of 36 semester hours in sociology including Soc. 110, 152, 311, 362, 421, 432, and 18 semester hours of electives in sociology with emphasis on upper division hours. Additional requirements are Comp. 100 and 120, Math 310 or Psy. 311, and 3 semester hours in geography. Math 130 or 131 is a prerequisite to the required computer and statistics courses and is recommended to satisfy General Education requirements.

Requirements for a major in social sciences - sociology emphasis - for the Bachelor of Science in Education degree with social sciences as the only teaching field (Plan B) consists of 54 semester hours in social sciences. Included are: Soc. 110 or 152, 121, 210, 321 and 9 semester hours of sociology electives 6 of which must be upper division; Hist. 110, 120, 130, 140, 6 upper division semester hours of U.S. History and 3 upper division semester hours in European History; PSc. 120 and 3 semester hours of political science electives: Geog. 211, and Econ. 180 or 3 semester hours in an equivalent economics course. Teacher Education requirements are explained on page 107. For purposes of graduation and certification, the student is urged to become familiar with the Teacher Education requirements in addition to those within the social sciences major.

COURSES OF INSTRUCTION

Sociology 110 is a prerequisite to many upper division courses in sociology.

Sociology 110 is an elective course which satisfies 3 credit hours of the General Education requirements for Behavioral and Social Sciences.

2208-110—Introduction to Sociology (F,S)

3 hrs. cr.

An introduction to the systematic study of society. The emphasis is on the major concepts of sociology and the scientific point of view in dealing with social phenomena. Satisfies a General Education requirement for either a Bachelor of Arts or Bachelor of Science degree.

2208-121—Family (F)

3 hrs. cr.

The study of paired relationships, marriage as the genesis of family life, elements in the preparation for marriage and parenthood, and the development of family relationships throughout the life cycle.

2208-152—Introduction to Anthropology (S)

3 hrs. cr.

Attention is given to both physical and cultural anthropology. Comparisons between "preliterate" and "literate" cultures.

2208-210—Social Problems (F,S)

3 hrs. cr.

An investigation of causes and effects of various problems facing modern society and an examination of possible strategies for dealing with them. Prerequisite: Soc. 110.

2208-265—Introduction to Social Gerontology (F,Even)

3 hrs. cr.

An introduction to the field of aging studies with particular emphasis on needs and areas of concern, methods for gathering information, aging theories, delivery of services and current research in the gerontological literature. Students will investigate the emergence of "aging" as a recent phenomenon related to man's society, modern technology, and family/community changes. Such areas as retirement, illness, and alternative life styles will be analyzed. Prerequisite: Soc. 110.

2208-291—Social Change (Demand)

3 hrs. cr.

Study of the causes, processes, and consequences of social change. A look at the significant theories of social change and an emphasis on how major social institutions are effected by patterns of change and the possible consequences of institutional change for society in the future.

2208-298—Topics in Sociology (Demand)

3 hrs. cr.

Special sociology topics of current interest to the student. Subjects and instructors are changed each semester. Students are encouraged to submit areas of interest to the Social Science Department.

2208-301—Sociology of Religion (F)

3 hrs. cr.

A study of religion as a social institution. Compares religions for behavioral content. Major attention is given to the relationship of religion to other social institutions in contemporary society. Prerequisite: 6 hours of sociology.

2208-311—Social Stratification (F)

3 hrs. cr.

An examination of differences in power, prestige and influence. Analyzes the impact of social inequality on people's lives, especially in the United States. Offers theoretical explanations for the variations in social class. A practical investigation of social class is usually incorporated in the course requirements. Prerequisite: Soc. 110.

2208-312—Juvenile Delinquency (S)

3 hrs. cr.

Consideration is given to environment and social background for the study of juvenile delinquency. Emphasis is placed upon factors of causation as revealed through personal, family and community situations conditioning delinquent behavior; analysis of concrete cases of juvenile delinquency; and examinations of current methods of dealing with juvenile offenders and programs for the prevention of delinquency. Prerequisite: Soc. 110 and 210.

2208-321—Social Institutions (F)

3 hrs. cr.

An exploratory analysis of the social institutions of the economy, government, family, law, and religion as they impact social relationships. Emphasis is placed on complex organizations, using a systems approach. Prerequisite: Soc. 110.

2208-331—Introduction to Social Work (F)

3 hrs. cr.

A study of the philosophical and historical development of Social Work as a professional career. Focus is on the settings of practice, on the roles of the Social Worker, and on professional ethics and community support. Prerequisite: Soc. 110, and either Soc. 121 or 210.

2208-332—Skills in Social Service Delivery (S)

3 hrs. cr.

Focuses on methods of identifying and assessing problems in social services, obtaining information and developing skills needed to initiate, enhance, or restore relationships between people and social institutions. An experiential practicum is undertaken in a selected social agency during this course. Prerequisite: Grade C or higher in Soc. 331

2208-341—Social Psychology (F)

3 hrs. cr.

(See Psy. 341)

2208-351—Criminology (F)

3 hrs. cr.

An examination of the social-cultural concepts of crime and the theories, agencies and institutions which deal with offenders. Particular attention is given to treatment of the offender, the causation of criminal and anti-social behavior, as well as to programs of crime prevention. Prerequisite: Soc. 110 and Soc. 210.

2208-352—Group Dynamics (Demand)

3 hrs. cr.

A study of the processes underlying group interaction and action emphasizing the importance of leadership and communication in social organization. Prerequisite: Soc. 110.

2208-361—Social Demography (F)

3 hrs. cr.

The changes in population are stressed through an analysis of birth rates, death rates, and migrations. Demographic and ecological factors are stressed in relation to social stratification, ethnic and minority groups, and cultural settings. Prerequisite: 6 hours of sociology.

2208-362—Deviant Behavior (S)

3 hrs. cr.

The study of various forms of socially disapproved behavior in modern society, with attention given to different explanations of their causes and their impact upon society. Deals with such topics as alienation, mental illness, addiction, dissent, suicide, prostitution, and the ambiguity of "normality" Prerequisite: Soc. 110 or consent of the instructor.

2208-382—Minority Groups and Race Relations (S)

3 hrs. cr.

The study of racial and cultural groups focusing on the conditions of groups within the United States. Analyzes several general theories or explanations for minority-dominant relations. Includes a study of legislation effecting minorities in the U.S. Prerequisite: Soc. 110.

COURSES OF INSTRUCTION

2208-391—Penology and Corrections (F)

3 hrs. cr.

A survey of the history, philosophy, and operation of penitentiary systems with special attention given to changes in adult and juvenile institutions. Probation, parole and various strategies for community treatments and therapies will be reviewed and evaluated. Prerequisite: Soc. 110, 210, 351.

2208-402—The Community—Rural and Urban (S)

3 hrs. cr.

A survey of the operation of social processes in groups which share common bonds of territory and cultural interests. Limited attention to the international community. Major attention to the American scene, including the regional, rural, urban, ethnic, and subculture communities. Prerequisite: 9 hrs. of sociology.

2208-421—Sociological Theory (F)

3 hrs. cr.

A study of classical and contemporary theory placed in historical perspective. An analysis and interpretation of social groups, social organizations and social systems through the study of social thought from Auguste Comte to those in the modern period. Prerequisite: 9 hours of sociology.

2208-432—Sociological Research Methods (S)

3 hrs. cr.

A study of the methods of problem and hypotheses formulation and data collection, including interviewing and instrumentation. Focuses on the analysis of research findings and ethical procedures. Emphasizes survey designs employed in sociological inquiry. Prerequisite: 12 hours of sociology.

2208-442—Mobs, Movements and Mass Society (Demand)

3 hrs. cr.

A study of the collective behavior of people including an examination of such phenomena as fads, crazes, social movements, mobs, riots, crowds and publics. Prerequisite: Soc. 110 or consent of the instructor.

2208-498—Seminar in Sociology (Demand)

3 hrs. cr.

A seminar for upper division sociology majors. The topics covered and methods used will place emphasis on student-instructor interest, desire to pursue in-depth research, and ability to assimilate topics. It will include areas not already treated in other sociology courses. Permission of instructor required.

2208-499—Independent Study (Demand)

1-3 hrs. cr.

An independent study structured by the adviser with the approval of the department head and school dean. Prerequisite: Advanced standing in the major field with a grade point average of 3.0. Registration in the course must be approved by the department head and school dean.

SPEECH DEPARTMENT

(See Communications Department)

THEATRE

**School of Arts and Sciences
Department of Fine Arts**

Brietzke, Director of Theatre; Bowman; Claussen; Hunt

Specialized theatre training provides career opportunities in theatre performance, teaching, public relations, technical theatre, T.V. and radio (performance and technical), recreational director for youth and geriatrics programs, and personnel management. A major in theatre affords the student a broad liberal arts education.

THEATRE

Requirements for a major in theatre for the Bachelor of Arts degree are 46 semester hours in theatre including Th. 142, 231, 232, 233, 241, 331, 332, 341, 351, 362, 372, 422 or 431, 441, and 4 semester hours from 121, 122, 221, 222. Additional requirements are 9 hrs. including Art 100 or 130, 301 or 302, and Hist. 130 or 140. Recommended electives: Acct. 101, 102, Bus. 101, Comm. 212, Eng. 450, 451.

Requirements for a major in speech and theatre for the Bachelor of Science in Education degree with speech and theatre as the only teaching field (Plan B) are 44 semester hours in speech and theatre. Included are Comm. 210 or 215, 212, 213, and 2 semester hours of forensics workshop; Th. 142, 331, 332, 351, and 2 semester hours of theatre laboratory; and 19 semester hours of additional courses in speech and/or theatre including 3 upper division semester hours. The 19 hours must be approved in advance by the student's advisor who must be selected from either the area of speech or of theatre. See page 107 for teacher education requirements.

Requirements for area of concentration grades 1-8 in theatre/speech are 9 hrs. in theatre including Th. 110, 351, 431. Additional requirements are 6 semester hours in speech including Comm. 212, 215, and Educ. 344.

THEATRE OFFERINGS

Theatre 110—Theatre Appreciation satisfies a 3 hours humanities and fine arts general education requirement.

1007-101, 102, 201, 202, 301, 302, 401, 402

-Theatre Performance (F,S)

1 hr. cr.

The performance of a role or service as stage manager for a theatre production which has met departmental standards. A student may accumulate up to 5 hours of credit. Credit is applied after departmental evaluation at the end of each semester.

1007-110—Theatre Appreciation (F,S)

3 hrs. cr.

A basic approach to the what, why, and how of theatre. Sessions deal with dramatic form and style of drama, as well as physical aspects of production. Satisfies 3 semester hours for general education requirement in humanities and fine arts.

1007-121, 122, 221, 222, 321, 322

Theatre Laboratory (F,S)

2 hrs. cr.

A laboratory devoted to mounting the theatre's season. Meets two hours in sequence twice a week.

1007-142—Theatre Technology (S, Even)

3 hrs. cr.

An introduction to scenery construction techniques and terminology, technical drawing as applied to theatre design, stage lighting techniques, sound techniques, and stage rigging.

1007-201—Summer Theatre Production (Demand)

6 hrs. cr.

Opportunity for participation in summer theatre production. Enrollees will be active members of MSSC Repertory Theatre Company serving as actors, designers, and technicians in varied theatre fare. Month of June devoted to preparation, and four weeks of 16-20 performances in July.

1007-231—Speech for Stage (F, Odd)

1 hr. cr.

A lecture-demonstration experience designed to develop or improve student's projection, phrasing, emphasis, and vocal resonance.

1007-232—Costume Technology (F, Odd)

1 hr. cr.

Basic skills for the stage are developed in areas of sewing, use of patterns and the selection and use of fabrics. Two class hours in sequence.

COURSES OF INSTRUCTION

1007-233—Stage Make-up (F, Odd)

1 hr. cr.

Provides the student with basic techniques in design and application of stage make-up. Surveys categories of professional make-up as well as sources and costs of materials. Two class hours in sequence.

1007-241—Acting I (F, Odd)

3 hrs. cr.

Basic acting techniques for development of poise and confidence on stage; stage movement and pantomime; character analysis and creation.

1007-298—Exploration in Theatre (Demand)

3 hrs. cr.

Concentrated study on a variety of selected theatre topics. Each offering may be on a different subject. A student may repeat course but may take same topic only once.

1007-320—Stage Lighting (Demand)

3 hrs. cr.

Lighting design approached artistically. The use of light in art, television, theatre, and motion pictures. Prerequisite: Th. 142.

1007-331—History of the Theatre (F)

3 hrs. cr.

A study of the theatre from primitive times through the Elizabethan period. Theatre and stage architecture, scene design, acting styles, theatre management, and the culture surrounding the theatrical event are discussed and their relationship to dramatic literature analyzed.

1007-332—History of the Theatre (S)

3 hrs. cr.

Plays, playwrights, and dramatic criticism from the Elizabethan and Jacobean era to contemporary theatre and the evolution of the physical theatre, staging and production practices.

1007-341—Acting II (F, Even)

3 hrs. cr.

The dynamics of analysis, rehearsal and performance of scenes from contemporary and classic plays. Emphasis on the actor's relationship to the play and to other actors. Prerequisite: Acting I or permission of instructor.

1007-351—Play Production (F)

3 hrs. cr.

A basic approach to theatre management and organization. Techniques and procedures in play selection and mounting a production. Analysis of conventional dramatic structure and exploration of directorial preparation of scripts.

1007-362—Stage Costume and Design (S, Odd)

3 hrs. cr.

Survey of clothing styles and social manners in western civilization with emphasis upon theory and practical application as it relates to design of the stage costume.

1007-372—Directing for the Stage (S, Odd)

3 hrs. cr.

Study of the skill and role of the director, script analysis, casting, production administration, and director-actor relationships. Each enrollee will receive actual directing experience of staging a studio production or assigned a related directing project.

1007-422—Acting III (S, Even)

3 hrs. cr.

Lecture and laboratory study of physical manners and speech in relationship to various periods of theatre presentation. Prerequisite: Th. 341 or consent of instructor.

1007-431—Creative Dramatics (F, Odd)

3 hrs. cr.

Methods and techniques of teaching dramatic improvisation through the exploration of literature appropriate for dramatic presentation with an emphasis upon story telling.

1007-441—Stage Design (F, Even)

3 hrs. cr.

Foundations of scenic design, sketching, rendering, and scene painting techniques. Set design as related to various styles of drama.

1007-498—Theatre Studies (Demand)

3 hrs. cr.

Seminar in theatre for advanced students. Topic open. Approval of department head. Prerequisite: Advanced standing in the major field with a grade point average of 3.0. Registration in course must be approved by adviser, department head, and school dean.

1007-499—Independent Study Theatre (F,S)

1-3 hrs. cr.

An independent study course structured by the adviser with approval of department head. Prerequisite: Advanced standing in the major field with GPA of 3.0. Registration in the course must be approved by adviser, department head and school dean.

Combined/Affiliated Degree Programs

Missouri Southern State College has established several combined degree programs whereby the student completes a structured number of academic hours under the regulations established by College and combines with this the satisfactory completion of the professional/occupational curriculum from a school with which the College has an agreement. Some of the combined programs lead to a Bachelor's (four-year) degree, while others lead to an Associate (two-year) degree. A description of these programs follows:

BACCALAUREATE DEGREE PROGRAMS

(Basic Requirements for All Programs)

1. Complete 94 semester hours at Missouri Southern State College. Transfer credit will be considered, but the last 30 of the 94 required semester hours must be earned at MSSC.
2. The 94 hours must include the completion of the general education requirement plus the specialized course required by the program in which the student is enrolled.
3. Sixteen out of 94 semester hours must be upper division (300 and 400 level courses.)
4. All applicable "Requirements for Graduation" as stated in the Missouri Southern State College catalog must be met including the application for degree candidacy, the graduation fee, and the filing of credentials with the Placement Office.
5. A transcript from the institution with which a combined degree agreement is arranged must be provided in order to complete the requirements for a degree.

Engineering:

A combined degree may be arranged with approved and accredited colleges of engineering when the two institutions agree on a student applicant for the program. The student must complete three semesters at the school of engineering at "C" average or above and be certified eligible to continue in the engineering school. The Vice President for Academic Affairs negotiates the agreements with other institutions.

Medicine:

The Missouri Southern State College student applying for a combined degree with an approved and accredited school of medicine must normally have a "B" or better grade average to be considered. The Vice President for Academic Affairs will work out a combined degree with the school of medicine if the candidate is accepted for admission into the medical school. The student must complete three semesters in the medical school with a grade average of "C" or above and be certified eligible to continue in the school of medicine.

Law:

A combined degree may be arranged with approved and accredited colleges of law when the two institutions agree on a student applicant for the program. The Missouri Southern State College student applying for a combined degree with an approved and accredited school of law must normally have a "B" or

MEDICAL TECHNOLOGY

better grade average to be considered. The Vice President for Academic Affairs will work out a combined degree with the school of law if the candidate is accepted for admission into the law school. The student must complete three semesters in the law school with a grade of "C" or above and be certified eligible to continue in the school of law.

MEDICAL TECHNOLOGY

School of Technology

The Bachelor of Science in Medical Technology is granted to students who complete the required program of study satisfactorily. These requirements include the basic requirements for all combined/affiliated Baccalaureate Degree programs as stipulated on page 172 of this catalog plus 32 hours of professional course credits. The completion of this degree is required before an individual is eligible to take the certifying examination.

Missouri Southern State College has affiliation agreements with the schools of Medical Technology at St. John's Medical Center, Joplin; St. John's Regional Health Center, Springfield, MO; Lester E. Cox Medical Center, Springfield, MO; and Research Medical Center, Kansas City, MO. If a student wishes to attend an accredited school of medical technology with which the College has no formal agreement, the Vice President for Academic Affairs can negotiate an agreement for the individual student. Students should be aware that enrollment in the professional schools is limited. Each of the professional schools has its own admission criteria and selects those students to be admitted to a class from the applicants for that class. In general, this selection is based on the academic record of the individual plus recommendations and indicated or demonstrated aptitude for the medical field. Students are responsible for filing their own application for admission with the professional schools. The student should file his application with the professional school during the early Fall of his junior year, or approximately ten (10) months prior to the date he expects to enter.

Students who are unsuccessful in gaining admission to a professional school can normally select and complete another science major with the advice of the appropriate department head.

A student may enroll in the professional courses either at the hospital-based school or through Missouri Southern State College, depending on the policies of the hospital-based school. Students enrolled at the hospital-based school are not considered members of the Missouri Southern State College student body, since the hospital-based school in such cases is considered as any other accredited institution of higher education. A student enrolling through Missouri Southern State College is considered a member of the College student body and is therefore eligible for benefits offered all students.

The weekly time requirements for the professional medical technology courses (400 level) listed are based on the minimum requirements for a course meeting for a normal academic term for a minimum of 16 weeks. Actual scheduling of classes may vary according to custom of the individual professional school to meet these minimum total hour requirements.

Course requirements, in addition to the general education requirements for the Bachelor of Science Degree, are Bio. 121, 231, 305, 306, 318 and 456; Chem. 101, 102, 201, 300, and 421 or *351; Phy. 151 and 152; Math 140; and all 400 level MT courses. *St. John's, Springfield, MO, requirement.

MEDICAL TECHNOLOGY

1223-200—Introduction to Medical Technology (F,S)

1 hr. cr.

A practical experience designed to introduce prospective Medical Technology students

COURSES OF INSTRUCTION

to the following areas of a hospital laboratory; Hematology, Coagulation, Urinalysis, Blood Bank, Microbiology, Serology, Radioimmunoassay, and Chemistry.

1223-401—Clinical Chemistry (F)

10 hrs. cr.

Analytical and theoretical aspects of the clinical biochemistry of body fluid constituents, utilizing both manual and instrumental techniques including automation and special procedures. 5 hours lecture and 20 hours clinic/laboratory per week.

1223-402—Clinical Microscopy (S)

1 hr. cr.

Principles and techniques of the physical, chemical and microscopic examination of urine and other excreta as related to disease processes. 1 hour lecture, clinic by arrangement.

1223-403—Hematology (F)

6 hrs. cr.

A study of the cellular elements of blood and bone marrow; theory of cell production, release and survival; morphological characteristics of normal and abnormal cells; quantitative and qualitative abnormalities. Principles and techniques involved in the study of hemostasis, blood coagulation and hemorrhagic disorders. 3 hours lecture, 12 hours clinic/laboratory per week.

1223-404—Serology - Immunology (S)

3 hrs. cr.

The science of immunity including antibody development, principles of antigen-antibody interactions, and techniques of serological testing for various disease states. 3 hours lecture, 12 hours clinic/laboratory per week.

1223-405—Clinical Microbiology (S)

7 hrs. cr.

Sterile technique, methods of handling and inoculating specimens containing pathogenic microorganisms, isolation and identification of pathogenic microorganisms, laboratory tests in chemotherapy, and diagnostic bacteriology, mycology, and parasitology. 4 hours lecture, 12 hours clinic/laboratory per week.

1223-406—Blood Bank - Immunohematology (S)

3 hrs. cr.

A study of the blood group systems and the immune response. Methods of crossmatching, antibody screening, and phenotyping. Administrative safeguards and legal aspects of blood banking. Proper clinical utilization of blood components. 1 hour lecture, 8 hours clinic/laboratory per week.

1223-407—Special Topics in Medical Technology (S)

2 hrs. cr.

Instruction will include lecture and/or clinical practice in the areas of In-service Education, Management and Supervision, Research and Development and Principles and Techniques of the Instructional Process. Lecture and laboratories to be arranged.

ASSOCIATE OF SCIENCE PROGRAMS

(Requirements Basic to All Associate of Science Combined Degrees)

1. The completion of 62 academic hours, the last 15 of which must be taken in residence at Missouri Southern State College.
2. The minimum cumulative and major field grade point average must be 2.0 or above.
3. The completion of the general education requirements as outlined in the catalog for the Associate of Science degree.
4. The student must satisfactorily complete the occupational/professional courses of the affiliated occupational or professional school as required in the agreement between the two institutions.
5. All applicable "Requirements for Graduation" as stated in the Missouri Southern State College catalog must be met including the application for

RADIOLOGIC TECHNOLOGY

degree candidacy, the graduation fee, and the filing of credentials with the Placement Office.

6. A transcript from the institution with which a combined degree agreement is arranged must be provided in order to complete the requirements for a degree.

ENVIRONMENTAL HEALTH TECHNOLOGY

School of Technology

G. Elick, Tillman

The Associate of Science degree in Environmental Health Technology is in affiliation with the Water and Wastewater Technical School at Neosho, Missouri. The combination of Missouri Southern requirements that are basic to all combined associate degrees, the specific courses required for the associate degree in Environmental Health Technology, plus the completion of a minimum of 48 weeks of approved study at the Water and Wastewater Technical School will qualify the student for the Associate of Science degree.

The specific courses required at Missouri Southern, in addition to the general education requirements, are Chem. 101, Chem. 102, Bio. 101 and 211 (or Bio. 312 for students completing courses at the Water and Wastewater Technical School prior to attending Missouri Southern State College).

Note that the student may complete the requirements at either school first. He is, however, a member of only one student body at a time.

RADIOLOGIC TECHNOLOGY

School of Technology

Beals

The Associate of Science degree in Radiologic Technology is in affiliation with St. John's School of Radiologic Technology. It combines successfully completed studies at St. John's School, or at other accredited schools of Radiologic Technology with which an agreement is made, and the prescribed academic curriculum at Missouri Southern State College. Upon successful completion of the curriculum, the individual is eligible to take the National Registry examinations to become a registered Radiologic Technologist.

The Associate of Science in Radiologic Technology requires, in addition to the general education courses (see page 57), all Radiology courses, Bio. 221, Psy. 221, and Chem. 100. Applicants who have not met the prerequisites for Bio. 221 must complete them before being admitted to the program.

In addition to established fees for all college students, special fees of \$100 for the first semester and \$40 for each succeeding term, including summers, are required for enrollment in Radiology courses.

Students who are already registered radiologic technologists may also enter this program.

Credit equal to the credit given at the time radiologic technologists enter Missouri Southern for Radiological courses is granted the individual. A minimum of 30 additional academic semester hours is required. This credit would include the general education requirements for the Associate of Science degree plus a concentration of courses in one of the subject-matter areas of business (Accounting and Secretarial Procedures or Business Management), behavioral sciences, or natural science (concentration in either Biology, Chemistry, or Physics).

COURSES OF INSTRUCTION

Below are the courses taught at St. John's School of Radiologic Technology and which become a part of Missouri Southern State College's Associate of Science degree in Radiologic Technology.

COURSE DESCRIPTIONS

5207-101—Introduction to Radiology **3 hrs. cr.**

An overview of the organization, function, supervision, and financing of a radiology department including the relationship with other hospital departments. The course includes a history of x-ray, ethical principles, and legal aspects of technology and elementary radiation protection. Five hours of lecture and five hours of lab per week.

5207-111—Medical Terminology **3 hrs. cr.**

Provides a background in the language of medicine, especially as related to radiology, through a comprehensive study of the more common medical roots, prefixes and suffixes. Every attempt is made to relate medical roots to everyday English words. A survey of medical and surgical diseases is included. Three hours of lecture per week.

5207-121—Patient Care and Special Procedures in Radiologic Technology **3 hrs. cr.**

Routine and special care of the patient. The medical team concept of patient care is stressed. Includes sterile techniques, preparation and use of contrast materials. Five hours of lectures and demonstrations per week.

5207-132—Principles of Radiographic Exposure **3 hrs. cr.**

The fundamental principles of technique and technique conversion with particular emphasis on the factors that directly and indirectly affect radiographic exposure. Emphasis on dark room chemistry and technique are also included in this course. Five hours of lecture and demonstrations per week.

5207-142—Radiographic Positioning I **3 hrs. cr.**

Basic radiographic positioning including both standard and specialized positions of the extremities and the spine. Film critique is included. Five hours of lecture and demonstrations and five hours of clinical lab per week.

5207-152—Osteology **3 hrs. cr.**

The structure and function of the human body with emphasis on organs, osteology, and topographic anatomy. Five hours of lecture and demonstrations per week.

5207-160—Film Critique **2 hrs. cr.**

Develops a student's ability to evaluate x-ray films as to technical quality and diagnostic interpretation. Five hours of lecture and demonstrations per week. Course meets for 14-week session.

5207-170—Radiologic Physics I **3 hrs. cr.**

The physics of radiology. The physical principles of x-ray production, radiographic exposure, film density and construction, fluorescent screens, etc. Basic equipment maintenance is included. Course meets for 14-week session. Five hours of lecture and demonstration and five hours of lab per week.

6207-180—Practicum in Radiology I **3 hrs. cr.**

Designed to develop the knowledge and skills necessary to produce x-ray films with speed and accuracy. Course meets for 12-week session. Twenty hours of lab per week.

5207-241—Radiographic Positioning II **3 hrs. cr.**

An in-depth study of routine and special views of the skull and facial bones. Film critique is included. Five hours of lecture and demonstrations and five hours of lab per week.

5207-271—Radiologic Physics II**3 hrs. cr.**

Physical principles of radiation therapy and isotopes. Includes theory, application and basic equipment maintenance. Five hours of lecture and five hours of lab per week.

5207-252—Radiographic Positioning III**3 hrs. cr.**

Procedures and techniques for examination of various organs, including vascular studies and all special procedures. Includes film critique. Five hours of lecture and demonstrations and five hours of lab per week.

5207-282—Practicum in Radiology II**3 hrs. cr.**

A continuation of Rad. 180. Ten hours of lab per week.

5207-290—Practicum in Radiology III**3 hrs. cr.**

Intensive clinical experience in regular working conditions under the close supervision of a radiologist and an experienced radiation therapy technologist. Course meet for a 12-week term. Thirty hours of clinical experience per week.

5207-299—Advanced Radiology**3 hrs. cr.**

A comprehensive review of the field of Radiologic Technology including innovations, trends and anticipated advancements in the field. Course meets for a minimum of 12 weeks. Five hours of lecture per week.



ONE-COURSE PROGRAM

A Combined One-Course Program

Aviation

School of Technology

This course is offered in affiliation with the Mizzou Aviation Company of Joplin, Missouri.

COURSE DESCRIPTIONS

5302-200—Basic Pilot Training

5 hrs. cr.

An integrated course designed to meet ground school and flight training requirements for eligibility to take Federal Aviation Administration examination for a Private Pilot Certificate. In addition to scheduled ground school classes, course requires approximately 40 hours of dual and solo flight and check flight. Credit awarded when FAA certificate is obtained. Special fees and third class medical certificate required. Special fees for this course include plane rental and examiner's test fee. Course grade is recorded as Pass or Fail.

Paramedic Program

School of Technology

This program is offered in cooperation with the Southwest Missouri Emergency Medical Services of Springfield, Missouri.

COURSE DESCRIPTION

5201-298—EMT-P (Paramedic) (On Demand)

12 hrs. cr.

This twelve semester hour program consists of classroom instruction supplemented by clinical observation and experience. The classroom phase consists of 3 three-hour sessions per week. The clinical training is arranged through an area hospital. Applicants must be at least 21 years of age, hold a high school diploma or equivalent, possess a current state ambulance license, and have a minimum of one year experience in the emergency medical field. (For additional information, contact the Continuing Education Office.) Special book and incidental fees may be assessed for this course.

PRE-PROFESSIONAL AND TECHNOLOGY CURRICULA

Pre-Professional (Associate of Arts Degree)

The Junior College transfer curricula are designed for students who desire later to work for a baccalaureate degree at Missouri Southern State College, or to transfer to other baccalaureate degree granting institutions. It should be clearly understood by the student that all such institutions have their own entrance requirements, and any student interested in such prospective transfer should consult the latest catalogues of those colleges. The curricula set forth in this section under various headings are ordinarily sufficient to satisfy requirements of other colleges and universities.

Students beginning their education at Missouri Southern State College with the intention of earning a baccalaureate degree should study the general education and major requirements for that degree.

The following programs for students planning to enter the fields of Agriculture, Dentistry, Engineering, Journalism, Medicine, Optometry, and Pharmacy

lead to the Associate of Arts degree and are normally transferable to other institutions. Each takes two years and 62 or more semester hours to complete. Programs applicable to other fields may be planned in accord with the criteria stated on page 57. The curricula requirements are:

1. Agriculture.
 - a. General Education (see page 57).
 - b. Five semester hours each in chemistry, botany or zoology, and economics.
 - c. Three semester hours each in algebra, accounting, psychology (general), and sociology.
 - d. Ten hours of electives, selected according to transfer needs.
 - e. All courses must be approved by the adviser.
2. Dentistry.
 - a. General Education (see page 57).
 - b. Ten hours of chemistry, four of zoology, five of microbiology, and eight of physics.
 - c. Six hours of electives, selected according to transfer needs, check with the Biology Dept. concerning specific transfer needs.

3. Engineering.

The student entering pre-engineering must present four high school units in mathematics and one unit in a laboratory science.

- a. General Education (see page 57).
- b. Mathematics 150, 250, and 260. (15 hrs.)
- c. Chemistry 101 and 102 (10 hrs.)
- d. Drafting 110 and 120* (6 hrs.)
- e. Physics 250 and 260 (10 hrs.)
- f. Electives (4 hrs.)

*Drafting 120, Descriptive Geometry, is not required for chemical or electrical engineers.

4. Journalism.

The student planning to enter a journalism school must complete 60 credit hours in Arts and Science, including the following specific requirements:

- a. General Education (see page 57).
- b. One foreign language (13 hrs.)
- c. Economics (3 hrs.)
- d. U.S. Government (3 hrs.)
- e. English Literature (6 hrs.)
- f. Electives should be chosen from sociology, psychology, philosophy, mathematics, accounting, English and journalism.

5. Medicine.

- a. General Education (see page 57).
- b. One foreign language (15 hrs.)
- c. Chemistry (10 hrs.)
- d. Physics (8 hrs.)
- e. Check with the Biology Dept. concerning specific transfer needs.

6. Optometry.

- a. General Education (see page 57).
- b. English Literature (3 hrs.)
- c. Calculus (5 hrs.)
- d. Zoology (4 hrs.)
- e. Chemistry (10 hrs.)
- f. Physics (8 hrs.)

- g. General psychology (3 hrs.)
 - h. Electives, according to transfer needs (5 hrs.)
 - i. Electives to fulfill transfer needs, check with the Biology Dept. concerning 3 hrs. specific transfer needs.
7. Pharmacy.
- a. General Education (see page 57).
 - b. Algebra and trigonometry (5 hrs.)
 - c. Biology, zoology and botany (10 hrs.)
 - d. General chemistry (10 hrs.)
 - e. Physics (8 hrs.)
 - f. Accounting (3 hrs.)
 - g. Analytical chemistry (5 hrs.)

TECHNOLOGY

(Associate of Science Degree)

The courses of study leading to the Associate of Science degree in Automotive Technology, Computer Science, Dental Hygiene, Drafting and Design, Law Enforcement, Machine Technology, Nursing and Radiologic Technology are described in the "Curriculum" section of this catalog under their respective headings.



THE DIVISION OF CONTINUING EDUCATION, CONFERENCES AND WORKSHOPS

The Division of Continuing Education, Conferences and Workshops is administered by a director. Courses may or may not be in the regular curriculum. They will be offered to meet the community and societal needs. School, business, industry, and civic leaders are requested to make known the educational needs of their areas. The college will strive to meet those needs.

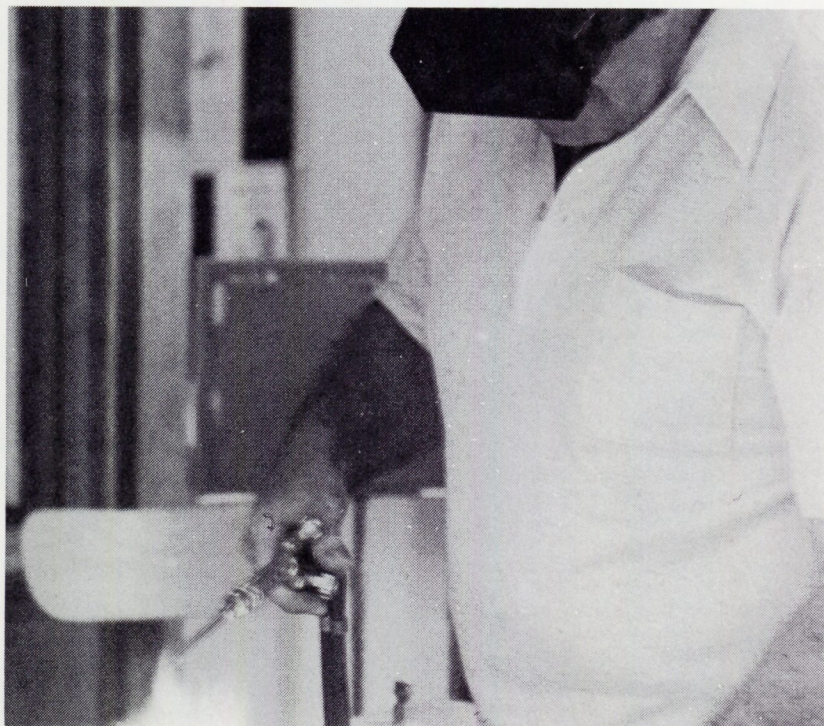
The division is supported by moderate student fees paid by all participants. The course fees are determined primarily by the length of the class.

Courses offered in the Division of Continuing Education may or may not count toward an associate or baccalaureate degree. Students wishing to apply continuing education semester hour credit toward a college degree must petition for the credit. Petitions are available in the Continuing Education Office. Courses listed in the regular catalog will carry the designated credit.

New courses are announced on a weekly basis. The announcements are carried by various news media.

All Continuing Education enrollment is conducted by the Office of the Division located in Room 103 of Hearnes Hall. A permanent record is kept in the Division Office for each student. Students will be provided copies of their records upon request.

Persons wishing additional information are urged to call, write, or visit the Office of the Division of Continuing Education, Conferences and Workshops.



ADDENDUM

Concerning the Department of Communications

At the time this catalog went to press, the Coordinating Board for Higher Education in Missouri had not given approval for the communications major described on page 91. Readers of this catalog should, therefore, consult with the Head of the Department of Communications for the current status of programs outlined in communications.

In the event the Coordinating Board has not, at the time of publication of this catalog, approved the major in communications for the bachelor of arts degree, the department will continue to offer a major in speech for the bachelor of arts degree as described in previous editions of this catalog.

Requirements for that major are 44 semester hours, including Comm. 102, 131, 210, 212, 213, 300, 303, 411, 498, Forensics Workshop 8 hours, Th. 331, 332, 351.

The program for the bachelor of science in education degree with a teaching field in speech/theatre remains as outlined on page 91.

